



ADMISSIONS 2024-25 POLICY

Recommended by: RWI

Recommendation Date: 27.09.22

Ratified by: LAGB

A handwritten signature in black ink, appearing to be 'N. A. M.', written over a dark green rectangular background.

Signed:

Position on the Board: Chair

Ratification Date: 15.02.23

Next Review: 01.09.23

Policy Tier (Central/Hub/School):
School – Church Hill

ADMISSIONS POLICY

2024-25

This policy reflects the

This policy outlines clearly and simply the procedures and protocols which are currently in operation around admissions into Church Hill Middle School. As an Academy belonging to a multi academy trust, the Trust is our admissions authority, but we have taken the decision to carry on working closely with the Local Authority to ensure that all arrangements are both transparent and fair.

The school takes part in the Co-ordinated Admissions Scheme for In-Year Applications for Schools in Worcestershire and the Worcestershire Fair Access Protocol, incorporating the 'Hard to Place Protocol':

<https://www.worcestershire.gov.uk/coordinatedschemes>

https://www.worcestershire.gov.uk/sites/default/files/2022-09/fair_access_protocol_for_worcestershire_schools.pdf

<https://www.worcestershire.gov.uk/policiesandappeals>

Date of Application

Information on how and when to apply will be provided direct to parents via their Child's first school from their home Local Authority. It is also available on-line at www.worcestershire.gov.uk for residents living in Worcestershire (other Home Local Authorities have their own arrangements.) The CAF (including if you apply on-line) must be received by your home Local Authority by their published deadline.

Procedure

Your home Local Authority will send those nominating Church Hill Middle School in any position to the academy for assessment. The Common Application Form data will then be used to place applications in order of priority according to the scheme below.

Pupils for whom an Education Health and Care Plan has been agreed, naming the School on the EHCP

These pupils are automatically admitted to the School. Where places required by EHCP pupils are known before the Admissions Committee meets, the number of pupils with EHCPs naming this School will be deducted from the 90 places available to be offered.

Offers of Places

All applications are ranked in order of priority as described below. This list of pupils for whom places could be offered will then be provided to the Local Authority who, according to the Co-ordinated Scheme, will make offers. The offer of a place will be a single offer to you, of your highest ranked school, where a place is available. Those for whom no place can be offered are advised of their right to appeal within fourteen days of the date of posting of the letter.

Firm offers will be made by the home Local Authority on the 16th April. They will not be made by Church Hill Middle School.

The Trust reserves

Oversubscription Criteria for Admission to Church Hill Middle School

If Church Hill Middle School is oversubscribed, the purpose of the published over subscription criteria is to give everyone a fair opportunity to apply for a place at the school. The local governing board takes

When a place becomes available, it will be offered to the pupil at the top of the waiting list. However, the School Standards and Framework Act 1998 removes the duty to comply with parental preference where agreeing to the preference would prejudice the provision of efficient education or the efficient use of resources.

If no place is immediately available, parent[s]/carer[s] are entitled to appeal following the procedure outlined above. Where places are awarded we reserve the right to refuse admission for a reasonable period of time to allow and encourage the parents / carers to work with their existing school. Additionally we reserve the right to refuse admission for a reasonable period of time in order to collect information from the pupil's previous school to facilitate our planning and provision mapping to meet their individual needs with a personalised learning programme. Parents /