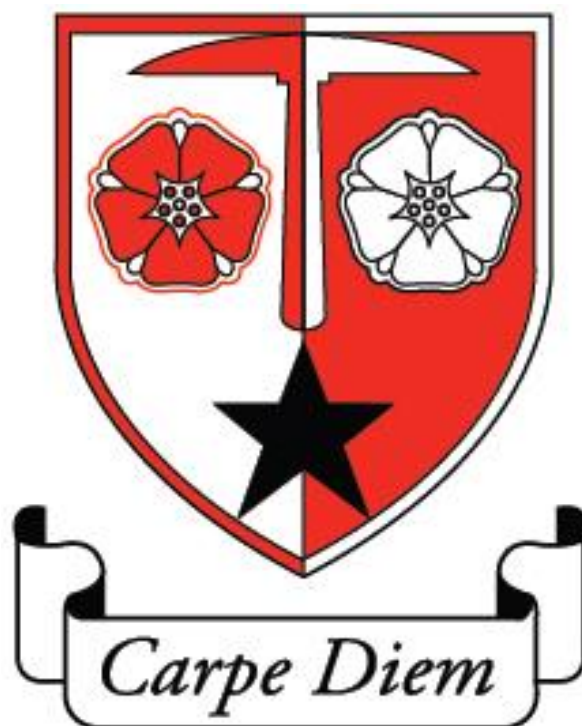


Audenshaw School



SCHOOL (YEARS 7-11) ADMISSIONS POLICY 2019/20 INTAKE

This policy is reviewed annually by the Standards Committee.

History of Document

Issue No	Author/Owner	Date Written	Approved by the Standards Committee	Received by Governors	Comments
1	Admissions committee	26/09/2013	26/09/2013	01/10/2013	
1.1	Keeley Roberts	30/06/2014	03/07/2014	04/07/2014	Minor amendments
1.2	Jeanette Saw	23/06/2015	23/06/2015	23/06/2015	Minor amendment
1.3	Sarah Bailey	17/11/2015	21/01/2016	25/01/2016	Minor amendments
1.4	Sarah Bailey	10/10/2016	10/10/2016	10/10/2016	Minor amendments
1.5	Sarah Bailey	22/11/2017	13/12/2017	12/12/2017	Minor amendments

OUR MISSION

The school aims to provide a quality education in a caring community based on an ethos of respect, discipline and a relentless pursuit of excellence in all that we do.

OUR VISION

Audenshaw School will be recognised as a fully inclusive, aspirational, high achieving centre of excellence, firmly rooted in the local community.

We will create, develop and maintain a challenging and stimulating personalised learning environment where no student is overlooked or left behind and where teaching and learning is high quality, inspirational and innovative.

We will consistently have high academic standards and expectations for every individual and continue to place considerable value on sport and healthy living and developing strong links with the community.

All members of the school community will be valued and every success will be celebrated.

Audenshaw School will maintain a safe, secure and caring environment in which to work and learn.

AUDENSHAW SCHOOL SAFEGUARDING STATEMENT

This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

CONTENTS

		Page Numbers
1.	Introduction	4
2.	Applying for a place at Audenshaw School – September 2019	4
3.	The process	4
4.	Electronic admissions by e-mail	5
5.	Admissions arrangements for Audenshaw School	5
6.	Oversubscription criteria	5
7.	Appeals	7

1. Introduction

In common with other Tameside secondary schools, Audenshaw School has introduced a number of changes to its admission procedures to comply with the requirements of the Admissions Code December 2014. Audenshaw School will operate an equal preference scheme.

2. Applying for a Place at Audenshaw School for September 2019

The application process is detailed in the online Moving On document from Tameside LA which is available at www.tameside.gov.uk/movingon.

All parents who live in Tameside should apply for a place at School online at www.tameside.gov.uk

If you live outside Tameside you should contact your own local authority.

3. The Process

- The Online Application Form will invite all parents to name 6 schools in order of preference. In allocating places, Audenshaw School will operate an equal preference scheme.
- The Online Application Form will give parents the opportunity to include information to support an application to Audenshaw School and indicate their preference for a single sex school.
- There will be a common timetable for all including a single notification date. Late applications will be dealt with as late and ranked after all applications received by the deadline.
- Changes to preferences or ranking order will not be allowed after the closing date of 31 October 2018 except in exceptional circumstances for example, if the family has recently moved address. Evidence must be provided to support the request. No changes can be considered after 17 November 2018 when the allocations process has started.
- Applications from outside the Tameside area will be forwarded by the relevant LA to Tameside. Any application forms mistakenly received by Audenshaw School will be forwarded to the LA.
- Governors will apply the school's oversubscription criteria irrespective of the preference order, and provide the Local Authority with a list of applicants ranked according to the criteria.
- Notification letters containing offers of a single school place will be sent out to parents/carers on 1 March 2019. This is common with all other LAs nationally. These letters will also inform parents of their right of appeal, and who to contact, if an application to Audenshaw School has not been successful.
- Parents will not receive multiple offers.
- If the school is oversubscribed Audenshaw School will maintain a waiting list, with Audenshaw School making all final decisions.
- The waiting list will operate until the end of the Autumn Term 2019. All students on the waiting list will be ranked according to the oversubscription criteria. Places will be offered, should any become available, to the highest ranked application received by the date the place becomes available. If new or late applications have a higher priority under the oversubscription criteria, they will

be ranked higher than those who have been on the list for some time. A significant change of circumstances, such as a change of address, will be taken into account: evidence must be provided. Children who have been referred under the local authority's Fair Access protocol or who are the subject of a direction by the local authority to admit will be given precedence over any other children on the waiting list.

4. Electronic Admissions by E-Mail

Parents/carers **must** now apply on-line.

To access this facility log on to Tameside's website (www.tameside.gov.uk). You will need to register before you can make an application. The LA will send you a confirmation reply.

Each child will be issued with a unique identification number (UID) which you enter on-line along with your child's date of birth in order to bring up your child's details and application form. No one else will be able to access your child's information.

Preferences can then be entered in ranked (priority) order. These may be changed at any time before the closing date of 31 October 2018. Parents will receive confirmation of their child's school allocation by e-mail on 1 March, 2019. Letters will additionally be sent by post.

5. Admissions Arrangements for Audenshaw School

Boys will be admitted at age 11 without reference to ability or aptitude. The published admission number for the school is 210.

Where applications for admission exceed the number of places available, the following criteria (see also the online 'Moving On' information) will be applied, in the order set out below, to decide which children to admit.

Admissions September 2019

Published Admission Number: 210

6. Oversubscription Criteria

If the school receives more applications for places than there are places available, the criteria for over-subscription are applied to determine who should be allocated the places at the school. Children with Educational Health Care Plans (EHCP'S), where Audenshaw School is the named school, will be allocated places before the oversubscription criteria are applied. The criteria for over-subscription for Audenshaw School are:

1. Children in Public Care (Looked After Children/Previously Looked After) as per the Admissions Code December 2014.
2. Children and families with exceptional medical or social needs

Written evidence must be provided from a doctor or other agency that he has exceptional needs which means that admission to a particular school is essential,

reference will normally be made to the Community Health Physician, Social Services, or the Educational Psychologist, as appropriate. Members of the school's Admission Committee will make a decision as to whether to admit a child under this criterion using the evidence provided. All information provided will be treated in the strictest confidence.

3. Sibling: this will apply where there are brothers or sisters attending the school in years 7-12 at the time of application. Preference will be given to students living nearest to the school.*

Sibling is defined in these arrangements as children who live as siblings in the same house, including natural siblings, half siblings, adopted siblings, step siblings and foster siblings, and in each case living at the same address.

In the case where twins/triplets, other multiple birth siblings or other siblings whose date of birth falls within the same academic year, are split between Audenshaw and another school when allocations take place, siblings will be offered a place at Audenshaw, if that is the parents wish.

4. Children of Staff

This will apply where:

- a) A member of staff has been employed by the Governors of the school on a permanent contract for two consecutive years or more at the time at which the application for admission to the school is made.

5. Single sex education

The Online Application Form allows an expression of a general preference for single sex education. This must be selected at the time of application to be considered under this criterion. If the school is oversubscribed on this criterion preference will be given to students living nearest to the school.*

6. All other applications on distance. Preference will be given to students living nearest to the school.*

* Where oversubscription occurs in applying criterion 3, 5 or 6, Distance will be measured as a straight line from the child's home address, using the address point assigned by the National Land and Property Gazetteer, to the main gate to the school property. Measurements will be made using the local authority's school admissions data mapping software, which employs a Geographical Information System based on Ordnance Survey.

The address from which distance will be measured will be the permanent residential address, at the time of application, of the parent with whom the child is normally resident. Where a child lives with parents with shared responsibility, each for part of a week, the home address is the address from which the child travels to school for the majority of school days per week. If the number of days is exactly equal the home address will be that of the parent who received child benefit.

"In the event of distances being the same for 2 or more applications where this distance would be the last place/s to be allocated, a random lottery will be implemented between the applications where the distance is the same. The random lottery will be carried out in a public place and supervised by someone independent of the school. All the names will be entered into a hat and the required number of names will be drawn out."

7. Appeals

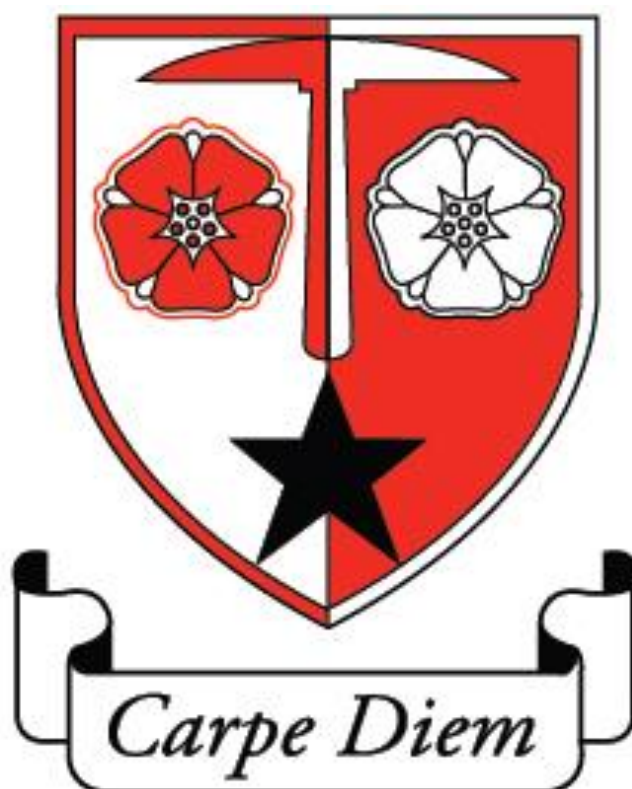
If you are unsuccessful in your application for a place at Audenshaw School for 2019 admission please go to the following link for information on how to appeal:

<https://www.tameside.gov.uk/admissions>

For guidance on the appeals process, further information can be found at:

<https://www.tameside.gov.uk/schools/admissions/receptionyear7>

Audenshaw School



SIXTH FORM ADMISSIONS POLICY 2019/20 INTAKE

This policy is reviewed annually by the Standards Committee.
History of Document

Issue No	Author/Owner	Date Written	Approved by the Standards Committee	Received by Governors	Comments
1	Admissions committee	26/09/13	26/09/13	01/10/13	
1.1	Keeley Roberts	30/06/14	03/07/14	04/07/14	Minor amendments
1.2	Sarah Bailey	10/10/16	10/10/16	10/10/16	Amends as per SLT agreement
1.3	Sarah Bailey	22/11/17	13/12/17	12/12/17	Minor amendments

OUR MISSION

The school aims to provide a quality education in a caring community based on an ethos of respect, discipline and a relentless pursuit of excellence in all that we do.

OUR VISION

Audenshaw School will be recognised as a fully inclusive, aspirational, high achieving centre of excellence, firmly rooted in the local community.

We will create, develop and maintain a challenging and stimulating personalised learning environment where no student is overlooked or left behind and where teaching and learning is high quality, inspirational and innovative.

We will consistently have high academic standards and expectations for every individual and continue to place considerable value on sport and healthy living and developing strong links with the community.

All members of the school community will be valued and every success will be celebrated.

Audenshaw School will maintain a safe, secure and caring environment in which to work and learn.

AUDENSHAW SCHOOL SAFEGUARDING STATEMENT

This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

CONTENTS

		Page Numbers
1.	Introduction	3
2.	Minimum entry requirements	3
3.	Oversubscription criteria	3
4.	Applications	4
5.	Waiting List	4
6.	False information	4
7.	Late Applications	4
8.	Appeals	4

1. Introduction

Admission to the **co-educational** sixth form will be from:

1. pupils in Year 11 at Audenshaw School
2. pupils from outside of Audenshaw School

Audenshaw School has 140 places in Year 12. It is expected that there will be 75 qualifying candidates wishing to transfer from year 11 therefore the admission number for pupils entering the sixth form from outside of Audenshaw is anticipated to be 65.

Students on roll at Audenshaw School are required to apply for a place in the sixth form in the same way as students from other schools.

The entry requirements for admission to the sixth form shall be the same for students on roll in Year 11 at the school and external applicants.

Students will be admitted into the sixth form at the start of the Autumn Term in each school year although there may be some occasions when students transfer during an academic year.

2. Minimum entry requirements

All those seeking admission to the Sixth Form must achieve the following grades:-

1. Students will be expected to have achieved a minimum of 5+ 4's in their GCSEs (including English and Maths).
2. A minimum of a level 5 in their chosen subjects, although a level 6 may be required for oversubscribed subjects.

3. Oversubscription criteria

Where the number of eligible applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

1. Children in Public Care (Looked After Children/Previously Looked After Children) as per the Admissions Code 2014, who meet the minimum entry requirements.
2. Children and families with exceptional medical or social needs who meet the minimum entry requirements. Written evidence must be provided from a doctor or other agency that he/she has exceptional needs which means that admission to a particular school is essential, reference will normally be made to the Community Health Physician, Social Services, or the Educational Psychologist, as appropriate. Members of the school's Admission Committee will make a decision as to whether to admit a child under this criterion using the evidence provided. All information provided will be treated in the strictest confidence.
3. The overall strength of the student's academic profile based on estimated grades at the time of application; the academic profile will be determined annually in the light of applications received.
4. The availability of space in the subjects applied for.

The number of students who have applied for each course will be taken into account, meaning that extra students can sometimes be accommodated over the admission number if the students chosen course is not full.

4. Applications

Students wishing to apply for a place in the Sixth Form should complete an application form (available from the school). These should be returned to the school no later than 4 December 2018.

Offers of places will be made before 30 March 2019.

5. Waiting List

In the event of the Sixth Form being oversubscribed, a waiting list will be held by the school. Places will be offered from this waiting list based on the oversubscription criteria above.

The waiting list will be operated by the school until 28 September 2019.

Appeals

Any student refused the offer of a place in the sixth form has the right of appeal to an independent appeals panel (see below).

6. False Information

Where the school has made the offer of a place in the sixth form on the basis of a fraudulent or intentionally misleading application which has effectively denied a place in the sixth form to a student with a stronger claim, the offer of a place will be withdrawn.

7. Late Applications

Late applications will be considered up to the end of the third full week of the Autumn Term.

8. Appeals

Any parent/carer whose son/daughter is not offered a place at the school's sixth form has the right of appeal to an Independent Appeals Panel.

Parents, therefore, who wish to appeal against any decision of the Admissions Committee in refusing admission to the school, should do so by writing in the first instance to the Clerk to Governors, at the school address, setting out clearly why your child should go to Audenshaw School.

The Appeals Panel will:

- be independent of the governing body;
- give the appellant at least fourteen days' notice of the time and place of the hearing;
- give the appellant, who may be accompanied by a friend or be represented, the opportunity to make oral representation;

- give the appellant at least seven days' notice of any written representations made to it by the governing body.

The appeal shall be decided by a simple majority of the votes cast, the chair of the panel having a casting vote.

The decision of the Appeals Panel and the grounds on which it was made shall be communicated by the Clerk in writing to the appellant. That decision shall be binding on all parties