

ARA High School Admissions Criteria September 2018 admissions



General

Alec Reed Academy is a publicly funded independent school. The Academy has an agreed annual admission number of 90 pupils per year for the Primary School and 180 students for the Secondary School. All Year 6 pupils from the Alec Reed Academy Primary Phase have the opportunity to automatic progression to the Secondary Phase. The Academy is not a selective school and admits children against the following process and criteria:

Consideration of applications

1. The Academy will consider all applications for places. Where fewer than 90 Primary applications and 180 Secondary applications are received, the Academy will offer places to all those who have applied.
2. The Academy may refuse admission to particular applicants in cases where fewer than the published admission number have applied. These are applicants who have been excluded from two or more other schools, and the ability to refuse admissions runs for a period of two years from the last exclusion.

Procedures where the Academy is oversubscribed

Where the number of applications for admission is greater than the published admissions number, applications will be considered against the criteria set out below. The criteria will be applied in the order in which they are set out below:

- a. Looked after children and previously looked after children (previously looked after children are children who were looked after, but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order);
- b. Confirmed special medical reason which necessitates attendance at Alec Reed Academy (a letter from a qualified medical practitioner is required as proof of such a reason);
- c. Special personal circumstances relating to the student which necessitate attendance at Alec Reed Academy (supporting written evidence will be required from a professional e.g. social worker).

The School Service Panel will consider all claimed exceptional medical or personal circumstances in line with admissions criteria and inform parents of their decision;

- d. Brother or sister is still in attendance at Alec Reed Academy Primary or High School at the date of admission. This includes siblings living in the same household, step-siblings and adopted siblings, but does not apply to cousins;
- e. Distance from home to the Academy, as measured by straight line from a point in the property determined by Ordnance Survey to the nearest gated entrance which is used by students to enter the Academy grounds;

In cases where there is a shared responsibility arrangement and the student spends part of the week with one parent/guardian and part with another, the address where the student resides which is the closest of these residences as measured by straight line from a point in the property determined by Ordnance Survey to the nearest gated entrance which is used by students to enter the Academy grounds will be used. The measuring system is an integral part of the

admissions software produced by Tribal Technology Ltd. It uses Ordnance Survey maps and is accurate to 1 meter;

f. Where the comparison and calculation of distance in e. above is the same for more than one application, any remaining places will be randomly allocated.

Operation of waiting lists

Where in any year Alec Reed Academy receives more applications for places than there are places available, a waiting list will operate. This will be maintained by the Academy and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application and, if wanted, an appeal for the school. The child will remain on the waiting list for one term. Children's position on the waiting list will be determined solely in accordance with the over-subscription criteria set out above.

Arrangements for appeals panels

a. Parents will be given 14 days to lodge an appeal on receipt of notification that their application for a place was unsuccessful. The reasons for refusal will be indicated on this notice. Appeals will be heard by an appeal panel.

b. The Appeal Panel will be independent of the Academy and will be composed of three members who will include:

- At least one person who has no personal experience of the Academy defined as a 'lay member';
- At least one person with experience in education.

c. Parents will be given 14 days notice of their appeal panel hearing. Decisions by the appeal panel are final. The arrangements for appeals will be in line with the Code of Practice on School Admission Appeals published by the Department for Education as it applies to Foundation and Voluntary Aided Schools.

Arrangements for admitting students to other year groups, including to replace any students who have left the Academy.

Applications to the Academy for places other than the normal admission round will be considered on an ongoing basis and places will be offered, subject to the admission criteria above, where vacancies are available.

Alec Reed Academy will reserve the right to refuse entry to the Academy to any applicants who have been excluded from two or more other schools, and the ability to refuse admissions runs for a period of two years from the last exclusion.