

SIR FREDERICK GIBBERD COLLEGE

SFG

POLICIES AND PROCEDURES

Year 7 Admissions Policy
For Academic Year 2020-2021

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Supporting primary and secondary schools across Essex and East London, BMAT is a growing multi-academy trust with a singular vision: **schools, teachers and pupils freed to succeed.**

Sir Frederick Gibberd College Year 7 admission arrangements for the academic year 2020-2021

Introductory statement

Sir Frederick Gibberd College (SFG) is a partner in BMAT, and BMAT is the admissions authority referred to throughout this document. This policy reflects BMAT's mission, which is to run a community of schools which provide an outstanding education for every individual attending a Trust school. Our schools will be places of aspiration, where individuals matter and confidence flourishes so that achievement for all is outstanding. Poor behaviour at BMAT schools is a barrier to such success both for students exhibiting poor behaviour and others affected directly or indirectly by it. BMAT's vision is to work together to smash through the barriers that prevent our children from becoming confident, high achieving and independent individuals. BMAT schools will be places of aspiration, where individuals matter and confidence flourishes so that achievement for all is outstanding.

As a Trust, we commit to living out the following values in our day-to-day lives at BMAT:

Courageous actions: We are courageous enough to make the tough decision, to do what's right – even if it's not what's popular.

High expectations: We are unswerving in expecting excellence of our teachers and expecting more of our children – for behaviours, relationships and academic results.

Servant leadership: We treat each other as peers, not as superiors, and choose to adopt a leadership style that asks: 'How can I help?'

It is only through fostering outstanding behaviour across the school that ALL children & young people can share in these values. Our students will be inspired to achieve excellence in all their endeavours within an innovative, creative and supportive environment.

Admission number(s)

The school has an admission number of 120 for entry in year 7.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, BMAT will offer places at the school to all those who have applied.

Application process

All applications should be made using your Local Authority's common application form.

The closing date for applications is 31st October 2019.

Offers will be made on Monday, 2nd March 2020.

Oversubscription criteria

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or a Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.
2. Priority will next be given to children attending the following feeder schools (in alphabetical order):
 - a. Abbotsweld Primary Academy
 - b. Hare Street Community Primary School
 - c. Jerounds Primary Academy
 - d. Katherines Primary Academy and Nursery
 - e. Latton Green Primary Academy
 - f. Longwood Primary Academy
 - g. Pemberley Academy

Straight line distance between the home and SFG will be the determining factor in the ranking of applicants from the above primary schools.

3. Priority will next be given to children living within the defined geographical area of Harlow (map available at the school) with a sibling attending the academy. A sibling is a brother, sister, adopted brother or sister or stepbrother or stepsister living in the same family unit in the same family household and address, who is on roll at SFG at the time of application.
4. Priority will next be given to children living nearest to the school. Distance is measured from the child's home address to the front gates of the school in a

straight-line Distances will be measured, using the Local Authority's Geographical Information System. The School's address for the purpose of the distance calculation will be the permanent site at Tendring Road, Harlow Rd, CM18 6RW.

5. Other children

Tie-break

Random allocation undertaken by the local authority will be used as a tie-break in categories 2-4 above to decide who has highest priority for admission if the distance between a child's home and the academy/free school is equidistant in any two or more cases.'

Note: We will admit over the Published Admissions Number (PAN) where children of multiple births are tied for the final place.

Admission of children outside their normal age group

Parents may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting his or her schooling. All such requests will be considered on their merits and either agreed or refused, on that basis. If a request is refused, the child will still be considered for admission to their normal age group.

The process for requesting such an admission is as follows:

Included with the application form, parents should request that the child is admitted to another year group (they should state which one), and the reasons for that request. Parents must submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

- information about the child's academic, social, and emotional development, including their prior learning if recently admitted to the country from abroad;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group; and

- whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

The school will consider each case on its merits, taking into account the individual circumstances of the request and the child's best interests. The school will also ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal.

Requests for admission out of the normal year group will be considered alongside other applications made at the same time. For example, an application from a child who would 'normally' be a year 8 child for a year 7 place will be considered alongside applications for year 7.

Waiting lists

The school will operate a waiting list for year 7 children. Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. This will be maintained by the Academy Trust 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.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact: The Headteacher, Sir Frederick Gibberd College, c/o Burnt Mill Academy, First Avenue, Harlow, Essex, CM20 2NR, or info@bmatsfg.org.uk for information on how to appeal. Information on the timetable for the appeals process is on our website at: www.sirfrederickgibberdcollege.org.