



Policy Name	Admission Arrangements	
School Wide Policy (Yes/No)	Yes	
Author	Deputy Headteacher	
Approving Body	Lathom High School Governing Body	
Review	Annual	
Manager Responsible for Review	Paul Livesley	
Links to Other Strategies, Policies, Procedures etc.		
Version Control		
Version Number	Date	Comments
1.1	20/01/2016	Policy adopted from Lancashire County Council. Admission number determined by the governing body
1.2	27/02/2017	Policy adopted from Lancashire County Council. Admission number determined by the governing body

**SCHOOL ADMISSION
ARRANGEMENTS 2018/19**

DETERMINED CRITERIA FOR ADMISSION TO LATHOM HIGH SCHOOL 2018/19

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2018. Parents are given the opportunity to express three preferences for a secondary school. Published criteria are used to decide which children should be offered the available places. In secondary schools an equal preference system operates, whereby the three parental preferences are given equal status. Each preference will be considered equally against the admissions criteria. Our determined admission number is 155.

When a secondary school is oversubscribed the following priorities apply in order:

1. Children who are looked after by a Local Authority at the time when preferences are expressed and who are still looked after at the time of their admission to school, and those who have been previously looked after
2. Children for whom the Governing Body accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the school concerned. (See note (i) below) then
3. Children living within the school's geographical priority area with older brothers or sisters attending the school when the younger child will start, (see note ii below)
4. Children living within the school's geographical priority area, then
5. Children living outside the school's geographical priority area with older brothers or sisters still attending the school when the younger child will start **(See note (iii) below)** then
6. Children living outside the school's geographical priority area (see note (iii) below)

Notes

- I. The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a statement who have special needs. Children who have a statement for special needs will have their applications considered separately.
- II. Brothers and sisters includes step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration may be given to applying this criterion to full brothers and sisters who reside at different addresses). The priority does not apply to siblings whose brothers and sisters transferred into a sixth form at 16+.
- III. The distance criterion which will be used as the tie breaker if there is oversubscription within any of the admission criteria is a straight line (radial) measure. If the Governing Body is unable to distinguish between applicants using the published criteria (e.g. twins or same block of flats) places will be offered via a random draw.

The distance measure is a straight line (radial) measure centre of building to centre of building.

- IV. A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admission process, (including after a child has accessed a school place).
- V. The Governing Body will keep a waiting list for the school until 31 August 2016. This will be kept in priority order using the school's published admission criteria.
- VI. Children will not normally be able to start school other than at the beginning of the term unless they have moved into the area or there are exceptional circumstances.
- VII. Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.
- VIII. Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.