



## ADMISSIONS 2024/2025

The Governors have completed their consultation requirement of the School Standards and Framework Act 1998 and have set the admission number for Year 7 pupils for September 2024 at 168.

When applications for admission to Year 7 exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit. Twins/Triplets will be considered as one unit, and places awarded based on the highest criterion applicable to the 'unit' application.

These same criteria, in the order given, will be used to determine in year admissions.

Those children with a statement or EHC Plan will be admitted prior to the oversubscription criteria being applied

**1. Looked after and previously looked after children**

Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**2. The consideration of special medical, social or educational needs relating to an individual child.** Applications under this criterion should be backed up by any correspondence held, from the appropriate body that would support a claim under this criterion. E.g. G.P. SEN coordinator, Educational Psychiatrist. All correspondence will be treated in strictest confidence

**3. IN GPA (Geographical Priority Area) - The presence of an older brother or sister in the school (Sibling Rule).** This applies where the older brother or sister will be on the school roll at the time of entry into school i.e. September 2019. Admission may be claimed under this criterion for half brothers/sisters, adopted brothers or sisters and stepbrothers/sisters or the child of the parent's/carer's partner. The sibling rule will apply to Foster children who become part of a family to which an existing pupil is in school. In every case, the child should be living in the same family unit at the same address.

**4. IN GPA (Geographical Priority Area) – Children living within the school's geographical priority area.**

**5. OUT OF GPA (Geographical Priority Area) - The presence of an older brother or sister in the school (Sibling Rule).** This applies where the older brother or sister will be on the school roll at the time of entry into school i.e. September 2019. Admission

may be claimed under this criterion for half brothers/sisters, adopted brothers or sisters and stepbrothers/sisters or the child of the parent's/carer's partner. The sibling rule will apply to Foster children who become part of a family to which an existing pupil is in school. In every case, the child should be living in the same family unit at the same address.

6. **Children whose Parents are employed by the school**, where the member of staff has been employed at the school for two years or more at the time when the application for admission is made or where he/she has been recruited to fill a vacant post for which there is a demonstrable skill shortage.
  
7. **Children who request admission to the school but cannot claim a place under any of the above criteria will be sorted by distance.** Those living nearest to the school will be afforded a higher priority. Distance will be measured electronically using a programme presently called QPaths. This is a straight line measuring system and measures from the centre of the Main School Building to the centre of the applicant's house.

**Criteria 2-7 will first be used for those whose addresses fall within the Geographical Priority Area before being used for those outside the Geographical Area**

#### **GEOGRAPHICAL PRIORITY AREA (GPA)**

Parishes of Thornton Cleveleys (part\*\*), Poulton Le Fylde, Staining, Singleton, Eccleston with Larbreck, Great Eccleston, Elswick and Hambleton.

\*\* The cut-off point being Amounderness Way from the Singleton Parish boundary to the border with Blackpool

In the event of a tied distance measurement between address points the Local Authority's system of a random draw will determine which address(es) receive the offer(s)

Where a child lives with parents with shared responsibility each for part of the week, the distance criterion will be measured from the home where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt about this, then the address of the Child Benefit recipient will be used. Parents will be asked to show evidence of the claim that is being made for the address used by obtaining a letter from the Benefit Department indicating the Benefit recipient for the child.

Fraudulent claims made under any criterion will negate the application and where a place has been offered it will be withdrawn. This applies right up to the day the pupil takes his/her place at school in September. The place that has become vacant will be offered to another pupil and the applicant whose place has been withdrawn will have the right of an appeal.

Parents who do not gain a place for their child, and feel they have just cause, have the right to appeal against the Governors' decision.

An Independent Appeals Panel made up of three members will hear appeals. Appeals are normally heard during April/May Late applications with just reason, e.g. family having just moved into the area will be considered provided they are received before the Admissions Committee has met, usually mid-December. Forgotten applications, lack of understanding for the procedure of applying for places, or parents anticipating a move into the area, will not be considered as late applications but will be given the right of an appeal. Also applications received after the Admissions Committee has met, will not be considered but will be given the opportunity of an appeal.

All pupils having applied for a place at the school, and having been unable to gain a place either on the initial allocation of places or following an appeal to the Independent Appeals Panel, including late applications, will be placed on a waiting list. The waiting list will give priority to children in accordance with the school's published admissions criteria and not on any other basis, i.e. preference being given to those fulfilling criterion 1-6. Where criterion 7 is applied, distance will be measured as indicated above, those living nearest the school being afforded a higher priority. The waiting list will be maintained by the school but will not be open to public display or discussion and will be kept until the end of the Autumn Term (31<sup>st</sup> December)

The closing date for applications, and the date when parents will receive the offer letter are determined by the Lancashire County Council's Co-ordinated admission arrangements, and not by the School. This information should be available in the admissions booklet, the application form, the Lancashire County Council website and from the Education Department.

#### In-year admissions

Any application for a school place on or after the first day of the academic term will be considered as an in-year application. Any application for another age group will also be considered as an in-year application. Parents wishing their child to attend this school should complete the in-year application form which is available to download from the school's website and return it to the Admissions Officer, or email to [admissions@baines.lancs.sch.uk](mailto:admissions@baines.lancs.sch.uk). The school will consider the application and if there is a place in the appropriate year group will arrange for the admission to take place.

Where the Governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel. Parents will have the opportunity to submit their case to the panel in writing and to attend in order to present their case. Parents/guardians should complete the online appeal form <https://www.lancashire.gov.uk/children-education-families/schools/appeal-against-an-admission-decision/secondary-school-appeals/> within 20 school days of receiving the letter refusing a place. You will normally receive 14 days' notice of the place and time of the hearing.

#### Admission of children outside their normal age group

Parents may wish to seek a place for their child outside of their normal age group, for example, to a higher year group if the child is particularly able academically or to a lower year group if the child has experienced problems such as ill health. Parents make a formal request in writing with any supporting evidence they wish to be considered.

Requests for early/delayed entry into Year 7 should be made to the Local Authority before 31 October in the previous academic year in order to give sufficient time for the case to be considered prior to the offer of school places on 1 March.

Requests for in-year admission outside of the normal age group should be made on the normal in-year application form.