

Duke of York's Royal Military School – An Academy with Military Traditions

Admissions Arrangements 2019-2020

Dover, Kent, CT15 5EQ 01304 245023 Fax No: 01304 245019 http://www.doyrms.com	
Principal: Mr Alex Foreman Admissions Contact Name: Miss Caroline Cant E-mail: caroline.cant@doyrms.com	
Type of School: Secondary, Academy, High, Mixed, Full Boarding	
Age Range: 11-19 Boarding Students	
Published Admission No: 104	LA No: 886 DFE No: 6918
Planned Admission No: 52 boys 52 girls	
Number of Applications for Yr 7 entry September 2018: 50	
Number of places offered 1 March 2018: 25	
Expected number on roll: 510	

To access general information about the School, including annual school achievement and attainment tables, recent school inspection reports and uniform policy, please contact the school or visit the School's website.

Open Sessions: Parents are able to visit the School by arranging an appointment with the Registrar, Miss Caroline Cant, Tel: 01304 245073 or e-mail: caroline.cant@doyrms.com. Open mornings are also planned during the academic year and published on the School's website.

Oversubscription Criteria

Before applying the oversubscription criteria, children with a statement of special educational need which names the school will be admitted. As a result of this the published admissions number will be reduced accordingly. If the number of preferences for the school is more than the number of places available, places will be allocated in the following priority order –

1. Children in Local Authority Care or Previously in Local Authority Care – a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

2. Children of members of the UK Armed Forces who are normally resident in the 'area'[1] who, because of high family mobility, qualify for Ministry of Defence financial assistance with the cost of boarding school fees.

A child will also be considered to be a resident of the area if:

- a) The family's normal home is in the area; or
- b) If the family is a military family, whose unit is based in the area.

Examples of evidence of residence will be Council Tax bills, utility bills or a letter of confirmation from the unit commander or designated deputy.

3. Other children of members of the UK Armed Forces who, because of high family mobility, qualify for Ministry of Defence financial assistance with the cost of boarding school fees. A letter from the unit commander or designated deputy will be required as evidence of residence.

4. Children with a boarding need, allocated to the following sub-categories in order:

- a) Children of members of the UK Armed Forces who have died while serving or who have been discharged as a result of attributable injury. The application should be supported by a letter from the UK military authorities.
- b) Children at risk or with an unstable home environment. Such applications must be supported by the child's home Local Authority or be supported, in writing, by an appropriate professional such as a social worker which demonstrates "why the Child would benefit from attending a boarding school".
- c) Children of key workers and Crown Servants working abroad whose work dictates that they spend much of the year overseas. The application will need to be supported by a letter from the appropriate authority demonstrating that the parent fulfils these criteria.

5. The siblings of students who are already on the roll of the Academy and who will still be on roll when the applicant is admitted.

If you are offered a place under the Sibling Criterion, you will need to provide the following proof to confirm that your child is eligible for a place under this criterion:

- a) A copy of a recent Child Tax Credit or Child Benefit confirmation letter showing the parent(s) and address and the children that they are claiming for.
- b) A utility bill issued within the last 3 months.

6. Nearness of children's homes to school - we use the distance between the child's permanent home address and the school's main entrance, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. When we apply the distance criterion for the school, these straight line measurements are used to determine how close each applicant's address is to the school.

Tie Break

If categories 2 or 3 are oversubscribed the following will be used as a tie break, in priority order:

- a) The siblings of students who are already on roll and who will continue to be on roll.
- b) Children of multiple birth (twins, triplets etc).
- c) Random allocation will be used to determine who is admitted.

If category 4 is oversubscribed the following will be used as a tie break, in priority order:

- a) Children who are normally resident in the AREA will be given priority.
- b) The siblings of students who are already on roll and who will continue to be on roll when the child is admitted will be given priority.
- c) Children of multiple birth.
- d) Random allocation will be used to determine who is admitted.

If category 5 is oversubscribed the following will be used as a tie break, in priority order:

- a) Children who are normally resident in the AREA will be given priority.
- b) Children of multiple birth.
- C) Random allocation will be used to determine who is admitted.

If category 6 is oversubscribed and the final vacancy has 2 students with the same distance measurement, random allocation will be used to determine who is admitted.

[1] The 'area' means the following Local Authority areas: Kent, Medway, E Sussex, Thurrock, Bexley and Bromley.

Offers and Appeals

Offers are made subject to the satisfactory completion of the boarding suitability process. Year 7 Offers are made in line with the local authority procedures for Secondary School places and therefore the Secondary Common Application Form (SCAF) needs to be completed by parents and submitted to their local authority indicating the Duke of York's Royal Military School as a preference. Applications for Year 7 will need to comply with the local authority processes and therefore boarding suitability pass letters will be issued prior to March and advised to the Kent County Council. Offers for Year 7 places will be made when the local authorities release the secondary allocation of places at the beginning of March.

Late applications will be considered if places in appropriate subjects are still available after all other applicants have been considered.

Parents have a statutory right of appeal, should an application for a place be refused, by writing to The Clerk to the Governors, care of the school.

A waiting list will be held, ranked according to the over-subscription criteria.

Supplementary Form Required: Yes - Application and Suitability for boarding form obtainable from the Academy.

Waiting lists will be maintained up to January 2020 and will be ranked according to the above oversubscription criteria.

Sixth Form Admissions arrangements

Admission to the Sixth Form

The Duke of York's Royal Military School is a boarding School and Sixth Form provision is also operated on a boarding basis. Applications from external candidates for Sixth Form places will be considered subject to them meeting the suitability for boarding assessment criteria as well as the requirements for academic achievement.

Priority will be given to existing students transferring from Year 11 who meet the entrance criteria. Admission to the Sixth Form will be as a result of applicants obtaining a minimum of 5 GCSE passes at grade 9 - 5 including Maths and English. Minimum grades in their preferred A Level subjects are published in the most recent Sixth Form Prospectus.

The admission number for external candidates will be 30, but this figure may be exceeded in the event that this and the number of internal students transferring into Year 12 is less than the overall figure for the year group, which is 98.

Oversubscription Criteria

Following the admission of internal students transferring from Year 11 students, all remaining places will be allocated to learners who have met the entry requirements for the particular course of study. Where there are more learners seeking places than the number of places available, the following oversubscription criteria will be applied in the order set out below to rank students until the overall figure for the year group is reached:

1. Children in Local Authority Care or Previously in Local Authority Care – a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

2. Children of members of the UK Armed Forces who are normally resident in the 'area'[1] who, because of high family mobility, qualify for Ministry of

Defence financial assistance with the cost of boarding school fees.

A child will also be considered to be a resident of the area if:

- a) The family's normal home is in the area; or
- b) If the family is a military family, whose unit is based in the area.

Examples of evidence of residence will be Council Tax bills, utility bills or a letter of confirmation from the unit commander or designated deputy.

3. Other children of members of the UK Armed Forces who, because of high family mobility, qualify for Ministry of Defence financial assistance with the cost of boarding school fees. A letter from the unit commander or designated deputy will be required as evidence of residence.

4. Children with a boarding need, allocated to the following sub-categories in order:

- a) Children of members of the UK Armed Forces who have died while serving or who have been discharged as a result of attributable injury. The application should be supported by a letter from the UK military authorities.
- b) Children at risk or with an unstable home environment. Such applications must be supported by the child's home Local Authority or be supported, in writing, by an appropriate professional such as a social worker which demonstrates "why the Child would benefit from attending a boarding school".
- c) Children of key workers and Crown Servants working abroad whose work dictates that they spend much of the year overseas. The application will need to be supported by a letter from the appropriate authority demonstrating that the parent fulfils these criteria.

5. The siblings of students who are already on the roll of the Academy and who will still be on roll when the applicant is admitted.

If you are offered a place under the Sibling Criterion, you will need to provide the following proof to confirm that your child is eligible for a place under this criterion:

- a) A copy of a recent Child Tax Credit or Child Benefit confirmation letter showing the parent(s) and address and the children that they are claiming for.
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Tie Break

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If category 6 is oversubscribed and the final vacancy has 2 students with the same distance measurement, random allocation will be used to determine who is admitted.

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Offers and Appeals

Conditional Offers will be made on the basis of the satisfactory completion of the boarding suitability process and the predicted performance at GCSE, with the requirement that the above grades are achieved in the final examinations prior to entry to the Sixth Form and the student's 3 chosen subjects being considered within the timetable, in feasible group sizes.

All offers made during Year 11 are conditional on students meeting the grade criteria specified and will only become firm offers upon confirmation of actual GCSE results.

Conditional Offer letters will be made before the end of June 2019. Offers will be confirmed once the school has been notified of GCSE results in August 2019.

Late applications will be considered if places in appropriate subjects are still available after all other applicants have been considered.

Parents have a statutory right of appeal, should an application for a place be refused, by writing to The Clerk to the Governors, care of the school.

A waiting list will be held, ranked according to the over-subscription criteria.

Supplementary Form Required: Yes - Application and Suitability for boarding form obtainable from the Academy.

Waiting lists will be maintained up to January 2020 and will be ranked according to the above oversubscription criteria.

Admission of children outside their normal age group

Requests for admission outside of the normal age group should be made to the Principal as early as possible in the admissions round associated with that child's date of birth. We do not routinely admit outside a child's normal age group, however, we will consider a request where sufficient information is given and supported, including from the child's current School that highlight support and concerns. The School may also contact the child's current School to request their view. This will allow the school sufficient time to make a decision before the closing date.

All decisions will be made on the basis of the circumstances of each request with the best interests of the child considered, taking into account parent's views; information about the child's academic, social and emotional development; 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. This might also include medical or Educational Psychologist reports.

There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede a school's ability to agree to deferral.

Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round, and offers will be made in accordance with the School's oversubscription criteria.