



# STONE LODGE SCHOOL

## Admission Policy for Entry in September 2023

### Introductory statement

Stone Lodge School is a non-selective 11-18 free school. With a strong emphasis on self management and high expectations of outstanding achievement for all, Stone Lodge is a perfect choice for parents and students who are looking for an innovative approach to learning.

### Admission number(s)

The school has an admission number of 240 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, the Academy Trust will offer places at the school to all those who have applied.

### Application process

Application to the school is through the Local authority (LA) co-ordinated admission scheme. All applicants must complete their own LA Secondary Common Application Form (SCAF) and return it to their home LA by the closing date.

Places will be allocated by the LA using the information provided on the SCAF and parents/carers will be notified in March 2023. Should the number of applicants exceed the number of places available our oversubscription criteria will be applied when places are allocated.

### 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 previously look after children - 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) at the time of making an application to a school.

A previously looked after child means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and those children who appear to the admission authority

to have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

2. Priority will next be given to children based on their exceptional medical or social needs or those of their parents. Each application must include evidence, from a medical specialist or social worker of the child's/parent's need and why they must attend this school rather than any other, based on those needs. If evidence is not submitted to the school with the application, a child's or parent's medical or social needs cannot be considered.
3. Priority will next be given to the children of staff where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Places will be offered next to a child with siblings in the school at the time the applicant starts. For a definition of sibling, please see notes.
5. Places will be offered next to students living within three miles of the school and south of the River Thames on a distance basis with those living closest to the school receiving priority. Distance is measured from the front door of the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point. Distances are measured from the front door to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. These straight line measurements are used to determine how close each applicant's address is to the school. A catchment area map can be viewed on page 5 of this policy.
6. All remaining places will be offered to students on a distance basis with those living closest to the school receiving priority. Distance is measured as described above.

## **Tie-break**

In the event of any of the above criteria being oversubscribed, priority will be given based on distance as described above with those closest being given higher priority. In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given a place.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. All siblings from multiple births will be admitted, even if doing so takes the school above its PAN.

## Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested and the year group in which they wish their child to be allocated a place.

When such a request is made, the academy trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

## Waiting lists

The school will operate a waiting list. 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 [appeals@stonelodgeschool.co.uk](mailto:appeals@stonelodgeschool.co.uk) by March 2023 (exact date to be confirmed by KCC) for information on how to appeal. Information on the timetable for the appeals process is on our website at [www.stonelodgeschool.co.uk](http://www.stonelodgeschool.co.uk)

## Notes:

### Home address:

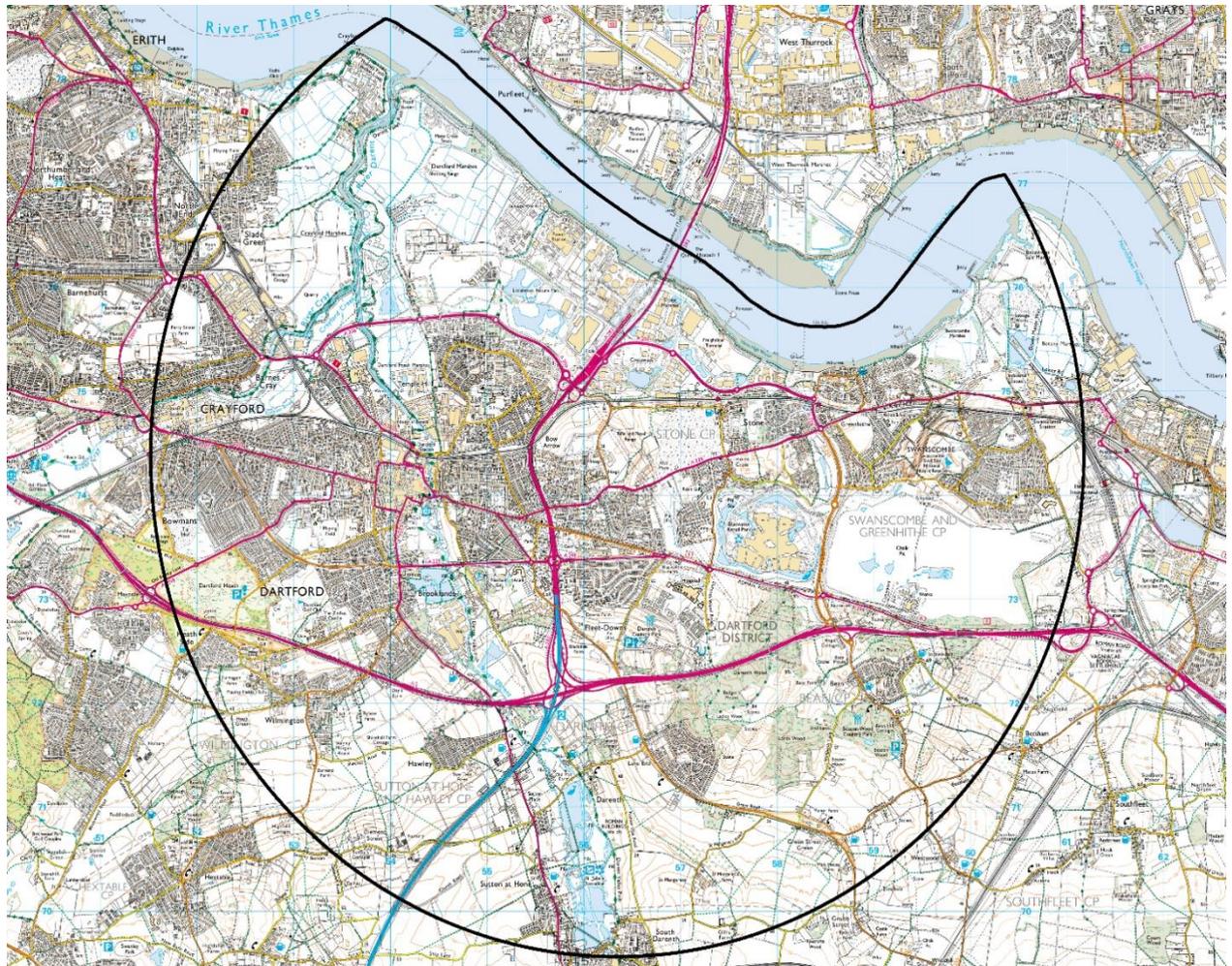
The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. If the residence is not split equally between both parents then the address used will be the address where the child spends the majority of the school week.

**Sibling:**

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.

**Medical and Social Need:**

'Social need' does not include a parent's wish that a child attends the school because of a child's aptitude or ability or because their friends attend the school. 'Medical need' does not include mild medical conditions. To be considered under this criteria the independent evidence must be supplied to the school at the time the application is made.



# Stone Lodge School Sixth Form Admissions 2023-2024

## Application Process

Stone Lodge School will be offering a maximum of 80 places to our second Year 12 cohort to start in September 2023. The sixth form will offer a specialised study program for students as detailed in the Stone Lodge Sixth Form Curriculum Booklet which is available on the school website.

## Entry Requirements

All students wishing to study in the sixth form at Stone Lodge School need to attain at least:

- Grade 5 in GCSE English Language or Literature;
- Grade 5 in GCSE Mathematics;
- Grade 5 in at least 2 more GCSE subjects;

In addition students must also attain the course specific requirements as detailed in the curriculum booklet for the course(s) they wish to study.

## Offer of places and the admissions process

An open evening will take place in October 2022 and interested students are encouraged to visit the school. More information will be provided on our website

[www.stonelodgeschool.co.uk](http://www.stonelodgeschool.co.uk)

New applicants who wish to apply to Stone Lodge School to study a sixth form programme must complete the application form on the website and ensure this is returned by **31<sup>st</sup> January 2023**

Conditional offers will be made to candidates who submit application forms which based on predicted outcomes at GCSE, indicate suitability for a SLS sixth form place. Applicants who applied on -time should expect to receive a conditional offer no later than 31<sup>st</sup> March 2023. Following publication of GCSE results in August 2023, students will have their offers confirmed if entry requirements have been met or exceeded and where a viable place on a suitable programme remains.

## Late applications

Students applying after the normal deadline will still be eligible to apply to join the school if they meet the criteria and there are places available on the courses they wish to follow. Any students wishing to apply in late August following receipt of GCSE results should contact the school and be prepared to attend a meeting to discuss the programme on offer. Late applications will be processed after all other applicants have been considered.

## Over-subscription Criteria

Students with an Education, Health and Care plan or a Statement of Special Educational Needs naming the school, receive priority over other students. Where there are more applicants seeking places than the number of places available, the following oversubscription criteria will be applied until the overall figure for the year group is reached.

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. Children in Local Authority Care or Previously in Local Authority Care** – 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).

A previously looked after child means such children who were adopted (or subject to child arrangement orders or special guardianship orders) immediately following having been looked after and those children who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation or any other provider of care whose sole or main purpose is to benefit society.

- 2. All other eligible students will be ranked in the following order:**

- A) Those students who have a grade profile that enables them to best access an available programme of study
- B) In the case of a tied score, preference is given to the applicant living nearest to the school. The distance between a student's permanent home address and SLS is measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the student'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.' Further information on how distances are calculated including what is regarded as permanent residence and how flats will be treated is available in the Admissions Booklet provided by the Local Authority.

A waiting list will be held until the end of September 2023 and ranked according to the oversubscription criteria and updated accordingly as new applications are received.

## **Withdrawal of place**

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

- When the applicant has failed to respond to a confirmed offer by the start of the academic year; or
- Where a place has been offered on the basis of a fraudulent or intentionally misleading application