



Brockhill Park Performing Arts College Admissions Arrangements 2025/26

1. Overview

Brockhill Park Performing Arts College is a mixed 11-18 Academy and Specialist Arts College and is its own admissions authority. Brockhill Park Performing Arts College provides courses for all students deemed selective or non-selective and is an appropriate placement for students who have passed the Kent tests.

Brockhill Park Performing Arts College has an agreed Pupil Admissions Number (PAN) of 235 students to be admitted into year 7 each year if sufficient applications are received. Other than twins/triplets etc. students will not be admitted above the PAN.

The school has an **inclusive** view on admissions.

2. Legislation and Statutory Requirements:

This policy is based on the following advice from the Department for Education (DfE):

- School Admissions Code 2021
- School Admission Appeals Code

The school is required to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

As an academy, the school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

3. Definitions:

The normal admissions round is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by Kent County Council.

- **Looked After Children (LAC)** are children who, at the time of making an application to a school, are:
 - In the care of a local authority, or

- Being provided with accommodation by a local authority in exercise of its social services functions

Previously Looked After Children (PLAC) are children who were looked after, but ceased to be so because they:

- Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or
- Became subject to a child arrangements order, or
- Became subject to a special guardianship order
- This includes children who appear to have been in state care outside of England and have ceased to be in state care due to being adopted.

Internationally Adopted Previously Looked After Children (IAPLAC) are children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

4. Process of Application

Admissions into Year 7

Application for places to Brockhill Park will be made in accordance with Kent Local Authority's co-ordinated admission arrangements and will be made on the Secondary Common Application Form (SCAF), provided and administered by the Local Authority. In order to avoid confusion the school has agreed to use the dates provided by Kent Local Authority and will offer 235 places for September 2025 admission.

Students with a Statement of Educational Needs or EHCPs will be admitted where Brockhill is named as the appropriate school. These students will be counted against the PAN.

Entry is without testing: if the number applications for the school is more than the number of places available, places will be allocated in the following priority order:

1. **Looked after Children, Previously Looked after Children and Internationally Adopted Previously Looked after Children.** – 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. **Sibling / Current Family association** - a child with a brother or sister already attending the school when the child is due to start. In this context brother or sister means children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
3. **Medical/Health and Special Access Reasons** – medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose health or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular school. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and the particular school.
4. **Nearness of children's homes to school** - we use the distance between the child's permanent home address (defined in KCC's annual admissions prospectus) and the school, 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. Where applications are made from properties or abodes that are not

registered to the NLPG, including new build properties, KCC may be required to use planning sites or other relevant co-ordinates. In exceptional circumstances where alternative co-ordinates are not available, measurements will be determined by a Senior Admissions Officer and confirmed by Head of Service.

Oversubscription Criteria for admission into Year 7

Where in any year Brockhill Park receives more applications for places in year 7 than there are places available, a waiting list will operate between March and the end of the academic year. This list will be open to any parent or guardian who requests that his/her daughter/son's name 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 relevant oversubscription criteria above.

Arrangements for the Independent Appeals Panel

In the event of an application being unsuccessful parents have the right of appeal. Details of the procedure can be obtained from the Clerk to the Governors, Brockhill Park Performing Arts College, Sandling Road, Saltwood, Kent, CT 21 4HL or from the Local Authority.

Admission to the Sixth Form (Post 16)

All students in Year 11 are eligible to apply and at least a further 25 places up to our PAN of 220 will be provided for students applying from other schools. The admissions criteria are as follows:

1. Availability of a suitable course.
2. For admission, 9 - 4 grades in 5 subjects are normally required.
3. Some courses of study have particular subject requirements. (see prospectus)

The oversubscription criteria for the Sixth Form is the same as for Year 7.

Fair Access Protocol and Admission of students to other year groups (except year 7 and year 12)

If students leave during the course of an academic year, or between academic years, places will be offered to other applicants. Brockhill complies with the Fair Access Protocols of Kent County Council.

If there are more applicants than places available the Governing Body will apply the oversubscription criteria listed under the 'Admissions into Year 7' part of this document. Parents whose application is turned down are entitled to appeal.

Brockhill will operate a waiting list where students have not been successful in gaining a place and where parents request this.

Requests for admission to Year 7 outside of the normal age group should be made to the Principal the school as early as possible. As applications for places to Brockhill Park are made in accordance with Kent Local Authority's co-ordinated admission arrangements and are administered by the Local Authority parents need to ensure that admission requests are timely.

If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available, it will be filled by one of the pupils on the

waiting list in accordance with the oversubscription criteria listed above. Priority will not be given to children on the basis that they have been on the waiting list the longest.

Parents will be notified of the outcome of your in-year application in writing within 20 school days.

Where a parent is requesting early or deferred application however additional paperwork, though not required, where provided it must be specific to the student in question. This might 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 the school's ability to agree to deferral or early admission.

The school will take into account the year group the student has been taught in leading up to transition. Deferred applications must be made via paper Secondary Common 5 Application Form (SCAF) to the LA, with written confirmation from the school attached. Early or 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 Brockhill's oversubscription criteria.

Appeals

In the event of an application being unsuccessful parents have the right of appeal to the Appeals Committee of the Governing Body of the School. Details of the procedure can be obtained from the Clerk to the Governors, Brockhill Park Performing Arts College, Sandling Road, Saltwood, Kent, CT 21 4HL.

Monitoring arrangements

This policy will be reviewed and approved by the Governing Body every year.

Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), the governing board will publicly consult on these changes. If nothing changes, it will publicly consult on the school's admission arrangements at least once every 7 years.