

## ADMISSIONS POLICY 2016/2017

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Version: Draft for Consultation  
 Approved: 13 October 2014  
 Next review: October 2015  
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### Introduction

The governors wish to establish Sandwich Technology School as serving Sandwich and the surrounding villages. The purpose of this is to create a group of partner primary schools to form a supporting “family” unit.

After we have admitted children who are in Local Authority Care, we intend to select up to ten per cent of our planned intake on the basis of students who have an above average technological aptitude, thus enhancing our technological specialism. All prospective students seeking entrance on the basis of technological aptitude will be required to participate in an assessment procedure, details of which will be available at our open events.

### Numbers

The maximum number of intended admissions for Year 7 in the academic year commencing 1 September 2016 will be 255.

### Over-subscription criteria

Before applying the over-subscription criteria, children with a statement of special educational need which names the school will be admitted and the published admission number will be adjusted accordingly.

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:

- 1 Children in Local Authority care and previously looked after children (as defined below\*).
- 2 Where a child has a brother or sister attending this school at the time of entry. (As defined by the Local Authority, brother or sister means children who live in the same house as brother and sister, including adopted siblings, step brothers or sisters and foster brothers or sisters.)
- 3 Where there are medical grounds for admitting a child (as defined below\*\*).
- 4 To admit the children from the following primary schools in the following order: Sandwich, Worth, Eastry, Northbourne, Cartwright and Kelsey, Sholden, Hornbeam, Goodnestone, Minster, Wingham, Preston, Nonington, Chilton, Monkton, Aylesham, St Joseph’s at Aylesham, Warden House.
- 5 Where a child has a parent who is an employee at the school (as defined below \*\*\*).
- 6 Nearness of child’s permanent address to the school (as defined below\*\*\*\*).

Parents may wish to know that the school has been heavily oversubscribed in recent years. A map providing a guide to the distribution of places allocated in previous years can be obtained by contacting the school.

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

- When a parent or guardian has failed to respond to an offer within a reasonable time or;
- When a parent or guardian has failed to notify the school of important changes to the application information or;
- The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent or guardian.

## Waiting list from March 2016

In the case of over-subscription, a waiting list will be compiled from March 2016 for those unable to gain entry. Eligible students will be placed on the list, according to the over-subscription criteria. The waiting list will continue until everyone on it is allocated a place, or until 1 September 2016 when it will then be revised.

## Late applications

Late applications should be made to the Local Authority until March 2016. After this date applications should be made directly to the school whereupon a place will be offered or the student will be added to the waiting list where there is no place available.

## Admission to other year groups

Should a place become available, applicants of other ages will be admitted to the school, according to the admission criteria. Similarly, students wishing to enter via the technological aptitude criteria will be tested to ascertain their suitability. If they are of appropriate standard, they will be admitted.

## Admission to the Sixth Form

Students are encouraged to enter the Sixth Form and a wide variety of courses are offered. A separate Policy for Admission to the Sixth Form is available upon request.

## Definitions

### \* Looked After Children/Children in Local Authority Care

A child under the age of 18 years for whom the Local Authority provides accommodation by agreement with their parents/carers (section 22 of the Children Act 1989) or who ceased to be so because they were adopted or is subject of a care order under Part IV of the Act.

### \*\* Medical grounds

Priority will be given to those children whose mental 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 school.

### \*\*\* Parent as an employee

Parent as an employee of the school is defined as a parent who has held a permanent contract of employment at the school for 2 or more years, or has been specifically employed to fill a post for which there is a demonstrable skills shortage.

### \*\*\*\* Nearness of child's permanent address to the school

The distance between the child's permanent address and the school is measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child's permanent address to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everyone. Permanent address is defined as the child's main or only residence and not an address that the child sometimes stays at due to domestic or special arrangements. If parents or guardians live separately but share responsibility for the child we will regard the permanent address as the one at which the child sleeps for the majority of weekdays. The school uses measurements provided by the Local Authority and further information on how distances are calculated is available in the Admissions Booklet provided by the Local Authority.