

## The Marsh Academy Admission Arrangements 2017

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Principal:	Shaun Simmons
Admissions Contact:	Amanda Clayson
Type of school:	Academy, Wide Ability, Mixed
Age Range:	11-18
Published Admission No: 180	LA No: 886 DfES No: 6909
Number of places to be allocated 2015:	180

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### **Open Sessions:** Open Day – tbc

The Marsh Academy is a comprehensive school which caters for boys and girls of all abilities. The Academy provides 180 places for students in each year group from Years 7 to 11. It has a total of 120 places for entry into its sixth form (Year 12).

**Information for Parents:** 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. We are normally oversubscribed.

### Admissions at the normal point of entry

The Academy is included within the co-ordinated admissions arrangements operated by Kent County Council. This means that the transfer of students from primary schools into the Academy is managed by the County Council along with admissions into all other secondary schools.

### Arrangements for September 2017

To apply for a place in Year 7 for September 2017, you should complete the common Application Form (produced by Kent County Council).

### **Oversubscription Criteria**

In the event that the Academy receives more than 180 applications (the number of places available), before the application of the following oversubscription criteria, children with a statement of Special Educational Needs or Education, Health and Care Plans (ECHPs) which names the school will be admitted. As a result of this the published admissions number will be reduced accordingly. After the admission of pupils with statements of Special Educational Needs or ECHPs where the Marsh Academy is named on the statement, places will be offered using the criteria below which are in priority order:

- 1.** 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 is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989)

2. Children with health and special access reasons to attend the Academy (see Note 1).
3. Pupils living within the Marsh Academy first priority zone (see note 3), including the parishes of Burmarsh, Dymchurch, St Mary-in-the-Marsh, New Romney, Old Romney, Lydd, Ivychurch, Brookland, Brenzett, Snargate and Newchurch. If there are more pupils fulfilling this criterion than places available, priority will be given to (i) siblings of pupils who will be in the Academy at the time of admission (see note 2), followed by (ii) pupils living closest to the Academy(see note 4).
4. Pupils living outside the Marsh Academy first priority zone. If there are more pupils fulfilling this criterion than places available, priority will be given to (i) siblings of pupils who will be in the Academy at the time of admission (see note 2), followed by (ii) pupils living closest to the Academy(see note 4).

**Note 1.** 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 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 particular school.

**Note 2.** Siblings are natural, step, adopted and foster brothers and sisters, plus those living as brother or sister in the same house. To qualify under this criterion the child seeking admission must have a sibling in the school at the time of entry.

**Note 3.** Living within the first priority zone - To be living within this first priority zone the pupil’s permanent residence (i.e. a pupil’s home address is considered to be a residential property that is the child’s only or main residence and not at an address at which your child might sometimes sleep due to your own domestic or special arrangements. The address must be the pupil’s home address on the day you completed the application form and which is either owned by the child’s parent, parents or guardian OR leased to or rented by the child’s parent, parents or guardian under a lease of written rental agreement. If you live separately from your partner but share responsibility for your child and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays.). Proof of residence may be requested. A map showing the boundary can be viewed at the Academy.

**Note 4.** Nearness of children's homes to school - we use the distance between the child’s permanent home address and the school, measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child’s home to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody. A block of flats has a single address point reference, so applicants living in the same block will be regarded as living the same distance away from the school. In the unlikely event that two or more children live in the same block and 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 the place. The school uses measurements provided by the LA and further information on how distances are calculated is available in the Admissions Booklets provided by the LA.

## **Applications for Children to be Taught Outside their Expected Year 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. This will allow the school and admissions authority sufficient time to make a decision before the closing date. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child 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 a school's ability to agree to deferral. Parents are required to complete an application for the normal point of entry at the same time, in case their request is declined. This application can be cancelled if the school agrees to accept a deferred application. Deferred applications must be made via paper CAF to the LA, with written confirmation from each named school attached. 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 each school's oversubscription criteria.

Waiting lists will be maintained up until January 2018 and will be re-ranked in line with the over subscription criteria shown every time a child is added. A supplementary form is not required.

If you are not offered a place at our school, you have the right to appeal to an independent panel. The arrangements for appeals will be in line with the School Admission Appeals Code published by the Department of Education. Please ensure that appeals are headed with the school name and address and are returned to the Clerk to the Independent Appeals Panel, c/o The Marsh Academy, Station Road, New Romney, Kent TN28 8BB. If you are in any doubt about the appeals process, please contact the school for further information.

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

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

## **Admissions to the Sixth Form**

Priority is given to students of the Academy.

Applications from external students to join the Academy's sixth form are welcomed. Priority will be given to existing pupils transferring from Year 11 who meet the entrance criteria. Admission to the Sixth Form will be as a result of applicants obtaining the equivalent of 5 GCSE passes at grade A\*-C and meeting the entry requirements of the specific course studied, although exceptional circumstances will be considered by the Head of Post 16 and Senior Leadership. However, please refer to the Post Sixteen prospectus for more detailed criteria. The PAN for external candidates will be 15 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 total figure for the year group which is 120. You should complete the Academy's application form which can be obtained from the Academy or use Kent's online system. Applicants should be made by 1<sup>st</sup> May 2017.

In the event of oversubscription, places will be allocated in line with the oversubscription criteria used at the normal point of entry, as below:

### **Oversubscription Criteria**

Following the admission of internal students transferring for 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 pupils until the overall figure for the year group is reached:

- 1.** 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 is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989)
- 2.** Children with health and special access reasons to attend the Academy (see Note 1).
- 3.** Pupils living within the Marsh Academy first priority zone (see note 3), including the parishes of Burmarsh, Dymchurch, St Mary-in-the-Marsh, New Romney, Old Romney, Lydd, Ivychurch, Brookland, Brenzett, Snargate and Newchurch. If there are more pupils fulfilling this criterion than places available, priority will be given to (i) siblings of pupils who will be in the Academy at the time of admission (see note 2), followed by (ii) pupils living closest to the Academy(see note 4).
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two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays.). Proof of residence may be requested. A map showing the boundary can be viewed at the Academy.

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### **Offers and Appeals**

Offers will be made on the basis of 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 pupil's 4 chosen subjects being accommodated on the timetable, in feasible group sizes.

All offers made during Year 11 are conditional on pupils meeting the grade criteria specified and will only become firm offers upon confirmation of actual GCSE results. Offer letters will be made before the end of May 2017. Offers will be confirmed once the school has been notified of GCSE results in August 2017.

Where learners have achieved better results than the predicted grades they will be considered based on the grades achieved and ranked accordingly for any places that become available as a result of other learners failing to meet the required entry levels.

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

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

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

### Transport

Students may be eligible for Home to school transport if they:

- attend the 'nearest appropriate school for transport' purposes and;
- live more than 3 miles from the school using the shortest available walking route.

Assistance with transport costs is also available for families on low incomes. Full details of assistance with transport provided by KCC is available on their website – [www.kent.gov.uk/education\\_and\\_learning/school\\_education/getting\\_to\\_school.aspx](http://www.kent.gov.uk/education_and_learning/school_education/getting_to_school.aspx)