



## Overview

The admission arrangements for the New Line Learning Academy<sup>1</sup> for the academic year 2019-2020 and, subject to any changes approved by the Secretary of State, for subsequent years are:

- a) The New Line Learning Academy has an agreed Pupil Admissions Number (PAN) of 180 students, to be admitted into Year 7 each year if sufficient applications are received.
- b) The Future Schools Trust may set a higher admission number as its Published Admission Number for any specific year.

## Process of application

### *Applications into Year 7*

Applications for admission to New Line Learning Academy should be made on the “Common Application Form” provided and administered by Kent County Council. More information and detail can be found in the Secondary Admissions Booklet available from Kent County Council. Use the contact link on the <http://www.kent.gov.uk/education-and-children/schools/school-places> website.

To avoid confusion, the Academy has agreed to follow the Local Education Authority’s timetable for applications and will offer 180 places for September 2019.

If you wish to move your child to move school or are moving into the area and wish to apply for a place, then you will need to complete an In Year Application form available on Kent County Council’s website. There is no guarantee that the Academy will be able to offer your child a place.

### *Consideration of applications for entry into Year 7*

Students with an Educational Health Care Plan (EHCP) will be admitted where New Line Learning Academy is named as the appropriate school. These students will be counted against the PAN.

After the admission of students with EHCP’s where the New Line Learning Academy is named on the statement, the remaining applicants will be offered places in the priority order of the oversubscription criteria as set out below.

If the Academy is oversubscribed, places will be ranked using each of the following in priority order, with applications submitted by the published deadline taking initial priority. Late applications will be allocated in the same order.

The criteria will be applied in the order in which they are set out below:

- a) **Looked after children or children who were previously “looked after”.**

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 a previously “looked after” child is one who immediately after being “looked after” became subject to an adoption, residence, or special guardianship order. An “adoption order” is an order under section 46 of the Adoption and Children Act 2002. A “residence order” is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a “special guardianship order” as an order appointing one or more individuals to be a child’s special guardian (or special guardians).

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<sup>1</sup> Part of Future Schools Trust, an education provider that runs New Line Learning and Cornwallis Academies, Tiger Primary School, Tiger Cubs Day Nursery and a large Sixth Form, in Maidstone, Kent.



- b) **Children of staff employed by Future Schools Trust and working at New Line Learning Academy** as their primary place of work where:
- i) 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.
  - ii) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- c) **Children applying from Tiger Primary School** on the Boughton Lane site which is run by the Future Schools Trust and is a named feeder school for New Line Learning Academy.
- d) **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 a brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sister and foster brothers and sisters.
- e) **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.
- f) **Nearness of children’s homes to school** - we use the distance between the child’s permanent home address<sup>2</sup> 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. The school uses measurements provided by the Local Authority.

If the last pupil to be offered a place within the New Line Learning Academy’s published admission number (PAN) is a multiple birth or same cohort sibling, any further sibling will be admitted, if the parents so wish, even though this may raise the intake number above the school’s PAN. The PAN will remain unchanged so that no other pupil will be admitted until a place becomes available within the PAN.

These criteria apply for Y7 entry and for any admission at any other time up to Y11.

### **Operation of waiting lists for admission into Year 7**

Where in any year the New Line Learning Academy receives more applications for places in Year 7

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<sup>2</sup> A permanent home address is considered to be a residential property that is the child’s only main residence and not an address at which your child might sometimes stay or sleep due to your own domestic or special arrangements. The address must be the child’s home address on the day you completed your application form. 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. (see KCC Admission booklets for further information).

than there are places available, a waiting list will operate between March and the end of the following academic year. This list will be maintained by The Future Schools Trust. It 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.

### **Appeals**

In the event of an application being unsuccessful, parents or guardians have the right of appeal to an Independent Appeal Panel. Details of the procedure can be obtained from the Academy's Admissions Officer.

### **Arrangements for admitting pupils to other year groups (except Year 7)**

If students leave during the course of an academic year, or between academic years, places will be offered to other applicants. If there are more applicants than places available the Future Schools Trust will apply the oversubscription criteria above. Parents whose application is turned down are entitled to appeal.

The Academy will operate a waiting list where students who have not been successful in gaining a place and where parent / guardians request this.

### **Waiting Lists (other than Yr 6 into Yr 7)**

Where the Academy receives more applications for admission to a year group than there are places available, the Academy will operate a waiting list kept open continuously for each year group. 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 at any time in the year.

Children's position on the waiting list will be determined solely in accordance with the relevant oversubscription criteria above. As and when a place becomes vacant, it will be allocated to the highest ranking child on the waiting list based on circumstances at the time the place becomes available. It is the sole responsibility of parents/carers to keep the Academy updated regarding any changes of circumstances, including those that may affect the current ranking position on the waiting list e.g. change of address.

The Academy reserves the right to contact parents at any time to confirm if they wish to remain on the waiting list operated by the school.

### **Academy's right to withdraw a place**

The Academy reserves the right to withdraw a place offered to a pupil in the following circumstances:

- a) when a parent/student has failed to respond to an offer within a reasonable time; or
- b) when a parent/student has failed to notify the school of important changes to the application information; or
- c) it is evident the place has been offered on the basis of fraudulent or intentionally misleading information by the student/parents(s); or
- d) where an offer has been made in error.