



# TOWERS SCHOOL

AND SIXTH FORM CENTRE

## ADMISSIONS POLICY

**Last Reviewed:** Feb 2020

**Next Review:** Feb 2021

**SLT Responsibility:** Vicki Reed

**Approved By:** Board of Trustees (to be ratified by Trustees on 5th March)

# THE TOWERS SCHOOL & SIXTH FORM CENTRE

## ADMISSIONS POLICY

Type of School: Secondary, Academy, Comprehensive, Mixed

Age Range: 11-18 Day Pupils

**Published Admission No: 243**

LA No: 886 DFE No: 4196

To access general information about the school, including annual school achievement and attainment tables, recent inspection reports and uniform policy, please contact the school or visit the academy's website.

### **Application**

Applications for admission to Towers School and Sixth Form Centre are welcomed from students of all abilities. The school converted to academy status in April 2011 and is now self-governing through the Towers School Academy Trust.

The academy's admission process for 'Year of Entry Admissions' is conducted through Kent County Council

<http://www.kent.gov.uk/education-and-children/schools/school-places/choosing-a-school>

All 'In Year Admissions' should be sent directly to the School.

All parents have the right to appeal against any decision to refuse a school place. Any appeals should be sent in writing to the Principal. An appeals process will then begin with decisions being made by an independent panel.

Waiting lists will be maintained and will be ranked according to the following oversubscription criteria:

### **Oversubscription Criteria**

**1. Children in Local Authority Care or Previously in Local Authority Care** – 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. Medical, health, social and special access reasons** will be applied in accordance with the school's legal obligations, in particular those under the Equalities 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' or guardians' physical or mental health or social needs means 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.

**3. Current Family Association** – a brother or sister attending the school when the child starts. 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, step brothers or sisters and foster brothers and sister.

**4. The child of a current member of staff** -The member of staff must have 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.

**5. 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 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. 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. A more detailed definition of what constitutes a child's permanent home and also how the measurement for flats will be calculated is also contained in the LA Admissions Booklets. In the event of a tie breaker situation, the nearness of an applicant's home to school will be the decider.

If in the event that more than one applicant has the same distance from home to school (as measured by the local authority), then a random selection will be applied.

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

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

### **Sixth Form Admissions arrangements**

Admission to the Sixth Form for the Level 3 Pathway will be as a result of applicants obtaining a minimum of 5 GCSE passes (including English) at grade C/4 or above and C /4 grades in their preferred A Level subjects or nearest equivalents.

The admission number for external candidates will be 60, 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 figure for the year group, which is 220.

Following the admission of internal students transferring from Year 11, all remaining places will be allocated to learners who have met the entry requirements for the particular course of study.

### **Admission to Towers School and Sixth Form Centre for the International Baccalaureate Careers Program (IBCP)**

Admission to the IBCP will be as a result of applicants obtaining a minimum of five GCSE passes at grade C/4 or above, including Maths and English.

### **Sixth Form Offers and Appeals**

Offers will be made on the basis of predicted performance at GCSE, with the requirement that the grades required under the Sixth Form Admissions arrangements 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 sent out before the end of May and offers will be confirmed once the school has been notified of GCSE results in August.

Where learners have achieved better result than the predicted grades their entrance to sixth form 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 The Clerk to the Trustees, 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.