



# KINGSDOWN SCHOOL

## Admissions 2024/25 Year 6 into Year 7

<b>Approved by:</b>	Admissions Committee	<b>Date:</b> 13th January 2023
<b>Last reviewed on:</b>	January 2023	
<b>Next review due by:</b>	January 2024	

## 1. Admissions Procedures

The Governors will admit pupils at the age of eleven without reference to ability or aptitude. The Planned Admission Number (PAN) for Year 7 commencing September 1<sup>st</sup> 2024 will be 232, the statutory minimum.

All applications must be made through Swindon Local Authority's agreed admissions scheme, full details of this can be found on their website at:

[https://www.swindon.gov.uk/info/20071/school\\_places\\_and\\_admissions](https://www.swindon.gov.uk/info/20071/school_places_and_admissions). In brief, the scheme is outlined below:

- Parents will be able to make an online application or apply using a hard copy application form. Online applications will be made directly to Swindon Borough Council. If an online application has been submitted, a written application is not necessary.
- There will be a standard form for written applications known as Swindon Local Authority (LA) Common Application Form used for the admission of pupils into the first year of Secondary education in the specified year.
- Swindon LA must receive applications by **31<sup>st</sup> October 2023**.
- Offers will be made to parents by Swindon LA, including offers to parents living in other LA's by **1<sup>st</sup> March 2024**.
- Those children not offered places at higher preferences will be placed on a waiting list and informed of their right of appeal.
- Parents or carers must accept or refuse the offer of a place by **15<sup>th</sup> March 2024**.
- Appeals for on time applications must be heard within 40 school days of the deadline for lodging appeals.
- Appeals for late applications will be included if possible but if not, they will be heard within 40 school days of the appeal being lodged.

## 2. Oversubscription

Where applications exceed the number of places available, the following criteria will be applied in the order set out below to determine who will be admitted. The criteria will continue to be used to allocate places that become available for in-year admissions after September 2024.

As required by law, a child with a Statement of Special Educational Needs/EHCPs will be admitted where the LA have supported the naming of Kingsdown School in a transfer Statement.

1. Children in the care of a local authority previously in care or with accommodation provided by that authority as defined by Section 22 of the Children Act 1989.
2. Children with a sibling (half, step or adoptive brother or sister living in the same family unit) who will be attending Kingsdown School at the time of their admission.
3. Children who are enrolled at one of the four partner schools: Colebrook Junior, Grange Junior, Ruskin Junior and South Marston CofE Primary, at the time of application.
4. Children that live within Kingsdown School's designated area.
5. Children that do not live within Kingsdown School's designated area.
6. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted to be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). This advice refers to these children as internationally adopted previously looked after children – "IAPLAC".

### 3. Decider

Within each of the individual criteria, priority will be given to those who live nearest to Kingsdown School. Distance will be determined from the applicants home address to the school as a straight line between the Local Land and Property Gazetteer (LLPG) address point of the applicants home address and of the school, with those living closest to the school receiving higher priority.

In the case of multiple births, Kingsdown will admit all siblings.

### 4. Sibling definition

Where the sibling of the child making the application is under assessment for a Statement of Special Educational Needs or Education Health and Care Plan, then they will be counted as a sibling from the time that the school is named on the final plan.

### 5. Waiting Lists

The applications of those children not offered a place will be retained on a waiting list and considered against the criteria should a vacancy arise in the future. Appealing against a decision does not affect statutory rights relating to waiting lists. The waiting list will be updated annually at 1<sup>st</sup> September when confirmation is sought from parents and guardians. The waiting list is held until December.

### 6. Designated Area

A map of the designated area is available for inspection at Kingsdown School.

### 7. Home Address

The address given on the application form must be the address where the child resides for most of the week with his/her parent/carer. Where there is a joint address, the address where the child tax credit is paid will be used. Evidence may be required for this.

### 8. Late Applications

Applications may be submitted after the closing date but will be considered as late for the purposes of the coordinated scheme. The LA will endeavour to deal with these applications before the offer date, but it may not be possible to do this in every circumstance.

### 9. Fair Access Protocol

Kingsdown School recognises the LA's Fair Access Protocols and will accept its 'fair' number of 'hard to place' children.

### 10. Appeals

It is the responsibility of the Kingsdown School to ensure that parents have the right of appeal to an independent panel against any decision made. Detailed information regarding this process will be distributed with letters when places are offered. Please contact Kingsdown School directly for further information.

Signed

E Leigh-Bennett  
Headteacher

Date: 13th January 2023

Signed

L Scragg  
Chair of Governors

Date: 13th January 2023