



## **Tamworth Enterprise College Admissions Arrangements for School Year 2018-19**

Academies Enterprise Trust is the Admissions Authority for the College.

These arrangements are established in accordance with Annex 1 of the College's Supplemental Funding Agreement.

### **Admission Number**

Tamworth Enterprise College has an agreed Published Admission Number (PAN) of 192 for entry into Year 7. The College will accordingly admit at least 192 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 192 or fewer apply.

### **Children with an Education, Health and Care Plan**

Any child with an Education, Health and Care Plan ("EHC") is required to be admitted. This gives such children overall priority for admission to the named academy. This is not an over-subscription criterion.

### **Looked After Children**

Any child that is Looked After or previously Looked After is required to be admitted to the College. This gives such children overall priority for admission to the named school. In the case of previously looked after children, admission authorities may request a copy of the adoption order, residence order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

### **Over-subscription Criteria**

If the College is oversubscribed, after the admission of pupils with an Education, Health and Care Plan ("EHC") where the College is named in the Plan. Priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Relevant Children in Care & previously Looked After Children. Children in Care means children who are in the care of a local authority in accordance with section 22 of the Children Act 1989(b) and who (a) are looked after at the time an application is made and (b) in relation to whom the local authority has confirmed that the children will still be looked after at the time when the child will be admitted to school. Previously Looked After Children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). It is the applicant's responsibility to provide any supportive information required in order for the application to be assessed against the published

admissions criteria. Tamworth Enterprise College will not seek to obtain this information on behalf of the applicant.

2. Children living within the Tamworth Enterprise College catchment area.
3. Children who have an elder sibling in attendance at Tamworth Enterprise College and who will still be attending the College at the proposed admission date; (For admission purposes, a brother or sister is a child who lives at the same address and either: have one or both natural parents in common; are related by a parents marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners.)
4. Children who satisfy both of the following tests:

Test 1: the child is distinguished from the great majority of applicants either on their own medical grounds or by other exceptional circumstances.

Medical grounds must be supported by a medical report (obtained by the applicant and provided at the point of application). This report must clearly justify, for health reasons only, why it is better for the child's health to attend Tamworth Enterprise College rather than any other school.

Exceptional circumstances must relate to Tamworth Enterprise College and the individual child, i.e. the circumstances of the child, not the economic or social circumstances of the parent/carer. It should be supported by a professional report (obtained by the applicant and provided at the point of application), e.g. social worker. This report must clearly justify why it is better for the child to attend Tamworth Enterprise College rather than any other school.

Test 2: the child would suffer hardship if they were unable to attend Tamworth Enterprise College.

Hardship means severe suffering of any kind, not merely difficulty or inconvenience, which is likely to be experienced as a result of the child attending a different school.

Applicants must provide detailed information about both the type and severity of any likely hardship at the time of application.

5. Other children arranged in order of priority according to how near their home addresses are to the main gate of the school, determined by a straight-line measurement.

Where it is not possible to accommodate all children applying for places within a particular category then available places will be allocated in accordance with the remaining criteria. If for instance, all the catchment area children cannot be accommodated at Tamworth Enterprise College, children who are catchment area children and satisfy category (3) will receive offers of a place, followed by children who live in the catchment area and satisfy category (4), etc.

### **Operation of waiting lists**

Subject to any provisions regarding waiting lists in the coordinated admission scheme, the College will operate a waiting list. Where in any year the College receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the College and 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. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

### **Late applications**

Application forms received after the closing date will be considered alongside those applicants who applied on time wherever possible. Where it is not practicable because places have already been allocated, or are shortly to be allocated, then late applications will be considered only after those applicants who applied by the published closing date.

### **Admission Outside of the Normal Age Group**

Parents may seek to apply for their child's admission to school outside of their normal age group, for example if the child is exceptionally gifted and talented or has experienced problems such as ill health. In addition, the parents of summer born children may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted outside of their normal age group to Reception rather than Year 1.

These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by the Trust (AET) who will take into account the circumstances of the case and views of the Principal. Parents do not have the right to insist that their child is admitted to a particular year group.

### **In Year Admissions**

The College will co-ordinate their own in year admissions and an application made outside the normal admissions round (in-year admissions) should be made directly to the College. Parents/carers can apply for a place for their child at any time and to any school. On receipt of an in-year application, the College will notify the Local Authority of both the application and its outcome, to allow the Local Authority to keep up to date with figures on the availability of schools places within their authority.

### **Fair Access Protocols**

The College works in accordance with the in-year Fair Access Protocols held by the Local Authority; should a vulnerable child within the protocols require a place at the College, they will take precedence over any child on the waiting list.

### **Tie breaker**

If it is necessary to use a tie-breaker to distinguish between two or more applications, a distance criterion will be used. We will give priority to the applicants who live nearest to the College as measured by a straight line from the front door of the home of the applicant to the front door of the main reception of the College site that was on the original application for a place.

### **Appeals**

Academies Enterprise Trust as the Admission Authority delegates the responsibility for appeals back to the College/Local Authority. Parents who wish to appeal the decision of the admissions authority to refuse their child a place at your Academy may apply in writing to the College where appeals will be heard by an independent panel.

The College can be contacted at the following address:

Mr Simon Turney, Principal  
Tamworth Enterprise College  
Birds Bush Road  
Tamworth  
Staffordshire  
B77 2NE

Tel: 01827 285596  
Fax: 01827 261924

### **Definitions**

A **sibling** is defined as a child who has a brother, sister, adopted brother or sister or stepbrother or stepsister living in the same family unit in the same family household and address who attends the College in any year group excluding the final year. Biological siblings who attend the College in any year group excluding the final year will also be treated as siblings irrespective of place of residence. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

### **Brothers and Sisters**

Brothers and sisters include children with the same natural parents living at the same address children with the same natural parents living at different addresses (e.g. due to separation of natural parents) half- brothers/sisters living at the same address step – brothers/sisters living at the same address - children living as part of the same family unit with their parents/guardians at the same address.

### **Looked after child**

A 'looked after child' (1) or a child who was previously looked after but immediately after being looked after became subject to an adoption (2) child arrangements order (3) or special guardianship order (4).

- (1) 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) at the time of making an application to a school.
- (2) This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).
- (3) Under the provisions of s.14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.
- (4) See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

### **Adoption Order**

An adoption order is an order under Section 46 of the Adoption and Children Act 2002.

### **Residence Order**

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).

### **Residence/resident**

Residence is defined as the normal family address where the child resides. The qualifications date is the closing date for applications under the co-ordinated admissions scheme (where families change normal address after the closing date but before the allocation process has finished this can be considered under the review procedure). Where parents live at separate addresses and have joint custody, the address used will be the one where the child spends the main part of the college week (i.e. Sunday night to Thursday night inclusive). Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place.

### **Exceptional Medical and Social Grounds**

Children who the College accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. This includes children in need, as determined by Section 17(10) of the Children Act 1989.