



Status: Final

Review Date: 29th April 2015

Ratification Date: 29th April 2015

Review Period: Annually

Requirement: Mandatory

Delegation: Board of Directors

ADMISSIONS POLICY **2016 - 17**

Ralph Sadleir School is a 9-13 age mixed middle school, covering school years 5-8. The school's published admission number for 2016/17 is 90.

Our school has admitted a three form entry annually in recent years. Most pupils come from the adjoining first school and the other 8 schools in the three-tier pyramid. The majority of children attending Ralph Sadleir live in Hertfordshire.

When a parent wishes to transfer from another school, we ask them to meet with the Headteacher at their current school before we consider a transfer.

Since Puckeridge and the surrounding areas have continued to grow over the years there have always been sufficient places at Ralph Sadleir School for the transfer at the 9+ age group.

Admission rules for Ralph Sadleir School for the school year 2016 - 2017:

Ralph Sadleir School, as an Academy Trust, will continue to act within the Admissions Policy determined by the Local Education Authority for maintained schools within Hertfordshire

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a statement of special educational needs that names their school.

Rule 1 Children in public care (children looked after).

Rule 2 Medical or Social Needs: Children for whom it can be demonstrated that they have a particular medical or social need to go to that specific school.

A panel of governors will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically to the school applied for under Rule 2 and must clearly demonstrate why it is the only school that can meet the child's needs.

Rule 3 Children who have a sibling at the school or linked school at the time of application. *This applies to years 5 to 7 in middle schools.*

Rule 4 Children who live in the priority area for whom it is their nearest Hertfordshire maintained school or academy that is non-faith, co-educational and non-partially selective. *Non-partially selective means that the school does not offer any place on academic ability.*

Rule 5 Children who live in the priority area who live nearest to the school.

These rules are applied in the order they are printed above. If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tiebreak will be random.

Ralph Sadleir School will use the same definitions and measuring system as outlined in Hertfordshire County Council's admissions literature, "Applying for a school place"

In Year Admissions

Ralph Sadleir School works closely with Hertfordshire County Council's coordinated In Year admissions scheme. Parents can make their first approach to the authority or to the school. Where a place is available, the school can make an offer to the family and will then inform the Local Authority.

Fair Access

The school participates in the county council's Fair Access protocol and will admit children under this protocol before children on continuing interest.

Twins

If a twin or multiple birth child is allocated the final place available, the school will also offer places to the other twin/multiple birth children.

Appeals

At transfer time parents wishing to appeal who applied on line should log into their online application and click on the link 'register an appeal'. For those who did not apply on line, please contact the Customer Service Centre on 0300 123 4043 to request an appeal pack.'

For in-year applications parents wishing to appeal should contact the school directly in the first instance

Review

This statement was reviewed and ratified by the Board of Directors of Ralph Sadleir School on 29th April 2015

The Admissions Policy for academic year 2017/18 will be reviewed in the Summer Term of 2015.