



# ALLESTREE WOODLANDS SCHOOL

## DETERMINED ADMISSION ARRANGEMENTS 2024 - 2025

DATE OF POLICY ADOPTION BY GOVERNORS:	February 2023
AUTHOR/S OF POLICY:	Adey Greaves
DATE OF LAST REVIEW:	February 2023
DATE OF NEXT REVIEW:	February 2024

Enabling aspiration and achievement through delivery of a knowledge-rich curriculum underpinned by our CORE values:

COURAGE

OPTIMISM

REGARD

ENDEAVOUR

## Admissions from Y6 to Y7

At such an important time as transition to secondary school, we pay careful attention to the needs of our new children and we build on the good education they have received at their primary school. Every effort is made to make the change as smooth as possible. We have a strong programme throughout the year to enable new and existing parents to meet with staff and we place importance on the role of the form tutor as a link between school and home. In order to make the transfer to secondary education as easy as possible, consultation takes place between the staff of the primary schools and ourselves. In addition, new students will be involved in the following transition programme:

### Primary School Visits

Our staff liaise with primary schools to facilitate a smooth transition and determine appropriate support for new students. We also create opportunities for in-person or virtual visits to meet the new students, as circumstances allow.

### Common Transfer Days

It is intended that towards the end of the summer term, before transferring to Woodlands, all new students will spend three full days at Woodlands. They will have the opportunity to meet their future Form Tutor and Head of Year. The aim of the three days is to give a substantial experience of life at Woodlands, and build on their key qualities of courage, optimism, regard and endeavour as they prepare to begin their secondary education.

### New Intake Evening Event

This information event, for children transferring to us and their parents/carers, will form part of the Common Transfer Days. This will take place as an in-person or virtual event, as circumstances allow.

## Determined Admission Arrangements 2024-2025

Allestree Woodlands School is an Academy School (11-18) with enhanced resource facilities for hearing impaired students. It does not select on the basis of ability.

Standard Admissions Number: 240

Applications for a place at Allestree Woodlands School should be made by stating the school as a preference on the common application form available from Derby City Education Authority. This common application form must be returned to Derby City Council - not the school, by the closing date.

All parents/carers will be notified regarding their application for a place by Derby City Council. Where applications exceed the number of places available the following criteria are applied by the Governing Body Admissions Committee in the order set out below to decide which students to admit:

1. In line with the 2021 School Admissions Code requires 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). Therefore, highest priority is given to “looked after children and all previously looked after children, including those 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”.
2. Children who are living in the normal area served by the school and have siblings\* who will be in year 8-11 at the time of the proposed September admission. Please note that the sibling criteria is not applicable when a sibling will be in year 12/13 in the academic year of proposed admission.
3. Other children living in the normal area at the time of admission.
4. Children who do not live in the normal area served by the school but who have siblings\* who will be in year 8-11 at the time of the proposed September admission. Please note that the sibling criteria is not applicable when a sibling will be in year 12/13 in the academic year of proposed admission.
5. A child with a parent/carer who is employed at Allestree Woodlands School.
6. Other children whose parents have stated Allestree Woodlands School as a preference on the common application form.
7. Children whose parents stated Allestree Woodlands School as a preference on the common application form but did not return the form to Derby City Education Authority by the closing date.

\*The school determine the meaning of ‘Sibling’ to be a natural brother or sister, a half brother or sister, a legally adopted/fostered brother or sister, a half brother or sister or a stepbrother or sister living in the same household who, in any of these cases, will be living with them at the same address at the date of their entry to the school

#### Additional Notes:

- A. In categories 2 to 5, when choices have to be made between children satisfying the same criteria, children living nearest to the school, measured by a straight line between their residence and the school, have priority. In category 7, places will be allocated in the same order of priority as for categories 2 to 5. Where children in category 7 have equal priority, places will be allocated to those living nearest to the school, measured by a straight line between the home address and the school using the National Ordinance Survey Set Points.
- B. The 2021 School Admissions Code requires 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.
- C. The Governing Body Admissions Committee reserves the right to verify information and, if misrepresentation is confirmed, refuse or cancel the place.

## **Right of Appeal**

Should the Governing Body Admissions Committee be unable to offer places to all students who have applied the parents/guardians will have the right to appeal to - The Independent Appeals Panel, c/o Allestree Woodlands School, Blenheim Drive, Allestree, Derby DE22 2LW Parents will be given this information in the letter informing them of a Governing Body Admissions Committee's decision regarding places.

## **Waiting List**

If the number of applications exceeds the number of places available a waiting list will be established and maintained until the end of September by Derby City Council using the above criteria.

## **Applications Made Outside of the Normal Round of Admissions**

An application for a place can be made at any point during the school year by stating Allestree Woodlands School as a preference on the common application form obtained from and returned to Derby City Council. The Governing Body Admissions Committee will consider the application against the above criteria and a place will be offered by Derby City Council and/or the school if one is available.

## **Fair Access**

Local Authorities are required to have 'Fair Access Protocols' in order to make sure those unplaced children who live in the Local Authority, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children above the published admissions number to schools that are already full.