



Admissions Policy

Date of Review: September 2017
Approved by: Trust Board
Next Review Date: Autumn 2018

1 ACADEMIC ADMISSIONS 2018-2019

- 1.1 The number of places available at each academy can be found at Appendix 1.
- 1.2 The academy Year 6 into Year 7 transition process will start on 10th July 2017 when children officially become Rodillian pupils. This is in line with the start of our new academic year for the academy. Any pupils who do not start that process will lose their place if deciding to stay at their feeder school or use that period for a holiday. Subsequent places will then be offered to pupils according to waiting list priority.

2 ALLOCATION OF PLACES

- 2.1 If the number of applications does not exceed the number of places available, all applicants will be granted a place at their chosen academy.
- 2.2 However, if there are more applications than available places, the following criteria will be used to allocate places.
- 2.3 Children with a statement of special education needs will be admitted to the academy if the academy is the named school.

3 Priority 1

- a) Children in public care or fostered under an arrangement made by the local authority, adopted children, those with a residency order and those with a special guardianship. Also included in the group will be children who have been adopted during the twelve months preceding the submission of the Preference Form.
- b) Pupils without a statement who have exceptional medical or mobility needs which realistically can only be met by the Academy. All such applications must be supported by a statement in writing from a doctor or relevant medical professional (each case will be considered individually on its merits).

4 Priority 2

Children who show a particular aptitude (ie: potential) for either Rugby or Netball and will feed into our elite rugby union and netball programmes (up to 10% of the intake number by identified sports assessments).

5 Priority 3

Children with older brothers or sisters who will be at the Academy at the start of the academic year. We can give priority for brothers and sisters only if they are living in the same house (see Note 1). This priority will not apply where the older sibling joined the VI Form from a different school.

6 Priority 4

Children for whom The Rodillian Academy is the nearest high school (see Notes 2 and 3).

7 Priority 5

Children for whom the chosen academy is not the nearest high school.

8 Priority 6

Any other children.

10 OVERSUBSCRIPTION WITHIN CRITERIA

9.1 If there is an oversubscription within each criterion, remaining places will be allocated according to the distance (see Notes 2 and 3).

11 NOTIFICATION AND ACCEPTANCE OF PLACES

10.1 In accordance with the co-ordinated admissions policy, on 1st March each year the Local Authority will make a formal offer of a place to parents or carers on behalf of the academy.

12 APPEALS PROCEDURE

11.1 If your child is not offered a place at the academy, you must appeal to the appropriate Local Authority via the Admissions Team or the academy direct.

11.2 The appeal will be heard by an Independent Appeals Panel. Parents will receive written notification of the date and time of their appeal hearing, which they can attend to explain their case. If they wish, parents may be accompanied by an adviser or friend. Following the appeal, the Clerk to the Appeal Panel will write to the parents with the decision.

13 WAITING LIST FOR THE INCOMING YEAR 7

12.1 A waiting list will be drawn up from unsuccessful applicants, giving priority in accordance with oversubscription criteria. Any places which become available will be filled from the waiting list.

12.2 Criteria for updating and applying the waiting list will be those as outlined by the Local Authority in their booklet "Starting Secondary School in Leeds".

14 DETAILS AND EXPLANATIONS

12.1 Note 1

Brothers and sisters must be living at the same address as the child for whom a place has been requested. This includes children living with the family (foster children and stepchildren are included). However, it does not include cousins or families sharing a house.

The priority does not apply where the older children joined the sixth form (if appropriate) from a different school.

12.2 Note 2

A straight line distance system is in operation and the distance is measured from the centre of the academy to the home (determined by the Royal Mail Postcode Address File).

12.3 Note 3

For admission purposes, the home address is where the child usually lives with their parent or carer, the address of a relative or childminder must not be given.

For submissions of the preference form in October the address given should be the one at the time of application, if you move after the deadline the Admissions Team of the local authority must be informed.

12 IN-YEAR APPLICATIONS

13.1 Where a family has moved into the area from abroad or another part of the country or city and school is an acceptable distance, the academy will consider the application if there are places available.

13.2 For in-year applications, please contact each academy directly.

14 FAIR ACCESS PROTOCOL

14.1 As part of the co-ordinated arrangements with the Local Authority, the academy may accept pupils onto the School Roll from time to time in accordance with the In-Year Fair Access Agreement. There are special cases outside of the boundaries of the academy's Admission Policy.

15 VI FORM ADMISSION

15.1 There is a separate Admissions Policy for sixth form.

15.2 Applications for admission to the sixth form, including pupils currently attending the academy must be made via the online prospectus and common application process (www.ucasprogress.com)

15.3 Pupils will only be admitted to the sixth form provided they meet the sixth form admission criteria of the academy.

Appendix One

Number of places available for the 2018-2019 academic year

Rodillian Academy : 270