



# ADMISSIONS POLICY

## Context

---

Students are admitted without reference to ability or aptitude.

The number intended for admission for each September intake is 243.

Status	Statutory
--------	-----------

## Purpose

---

Arrangements for the admission of students to this school at age 11+ are co-ordinated by the local authority at School Admissions Section, Education Department, PO Box 4, County Hall, St Anne's Crescent, Lewes BN7 1SG (telephone 01273 481000). Further details are available in the booklet "Which Secondary School for Your Child?" copies of which are available from the School Admissions Section, as well as a copy being available for inspection within the school.

The allocation of places is designed to be as fair as possible whilst ensuring that resources, such as teachers and classrooms, are used sensibly and carefully to ensure the best possible standards for education and a safe environment. If no limit were set on the number of students that can be admitted to Ratton each year these standards could not be maintained and, when that is the case, priority will be given to certain categories of students in the order listed below:

**1) Students looked after by the Local Education Authority (LEA)**

*this applies to all students who are in the care of the LEA or are provided with accommodation by the LEA (see section 22 of the Children Act 1989);*

**2) Students with an exceptional medical or social need for whom attendance at any other school would be inappropriate**

*parents/carers must submit supporting evidence, such as a letter from a doctor or social worker, which clearly demonstrates that the needs of the child can only be met by attending a particular school. Officers of the Children's Services Authority will decide whether or not the evidence provided is sufficient to allocate a place under this admission priority. This may include seeking their own professional advice. The evidence must conclusively show that no other school than the preferred school can meet the student's needs;*

**3) Students who will have a brother or sister at the school at the time of admission**

*children are 'siblings' if they are full, half, adoptive or foster brother or sister living in the same household;*

**4) Students living within a pre-defined community area prescribed by the LEA**

*each home address in the county falls within a community area although living in a community area does not guarantee a place can be allocated;*

**5) Other students living outside any such area**

*this relates to students who do not meet any of the previous criteria.*

If the school is over-subscribed the LEA will hold a waiting list with children's positions determined by the criteria set out above. If there are more children who qualify under an oversubscription criterion than places available, place allocation will be determined by prioritising applications within that criterion, on the basis of the shortest route from home to school using surfaced, passable routes. Distances will be measured, using the County Council's geographical information system (GIS), from the child's home to the nearest gate used by students at the school. The routes taken for admissions purposes recognise those routes most parents and their children would take between home and school - this does not include unmade footpaths and there must be a public right of way.

Applicants refused a place have the right of appeal which will be heard by an independent appeals panel.

Consultation	<ul style="list-style-type: none"> <li>• Governors</li> <li>• Staff</li> <li>• Parents</li> <li>• Students</li> </ul>
Relationship to other policies	<ul style="list-style-type: none"> <li>• Equal Opportunities</li> </ul>
Relationship to standard operating procedures	<ul style="list-style-type: none"> <li>•</li> </ul>

Role	Responsibility
Headteacher	<ul style="list-style-type: none"> <li>• Ensure wide consultation for the inception and review of this policy</li> <li>• Ensure structures are in place to support the effective implementation of this policy</li> <li>• Regularly monitor and review the effectiveness of this policy</li> </ul>
Governors	<ul style="list-style-type: none"> <li>• Ensure that policies designed to promote the Arts in line with the school's values and aims are in place</li> <li>• Regularly review this policy</li> </ul>
Assistant Headteacher	<ul style="list-style-type: none"> <li>• To ensure that students are admitted in line with School and County Standard Operating Procedures</li> </ul>
Learning Leaders	<ul style="list-style-type: none"> <li>• To ensure smooth integration through an integration package</li> </ul>
Primary Liaison Co-ordinator	<ul style="list-style-type: none"> <li>• To act as co-ordinator for year 6 to 7 transition</li> </ul>

### Arrangements for Monitoring and Evaluation

---

Date established by Governing body:	April 2010
Date for full implementation:	April 2010
Date of review:	April 2011

## ANNEXES

---