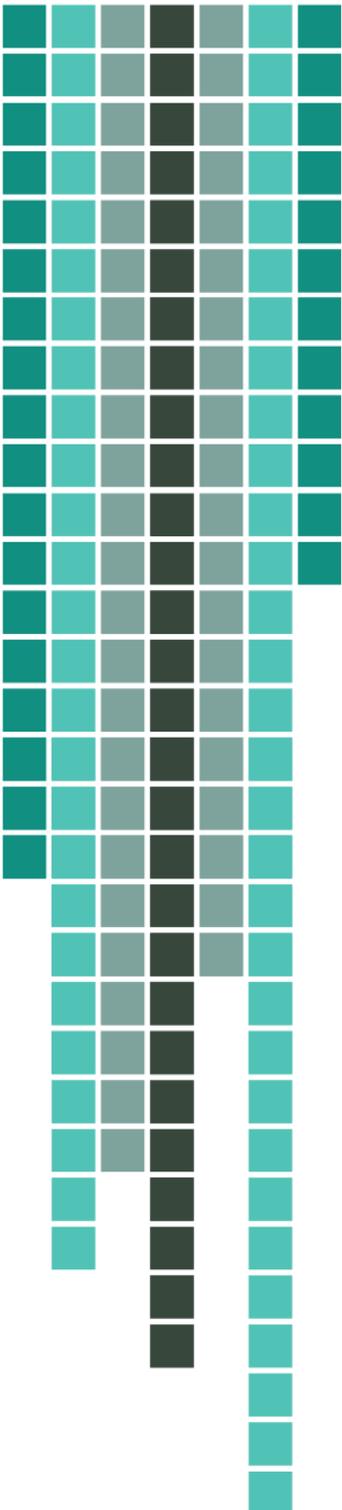




Eggar's School

Admissions Policy



2020 - 2021

Reviewer	Patrick Sullivan
Review date	
New review date	

This policy will apply to all admissions from 1 September 2020, including in-year admissions. Outside the normal admissions round, the Hampshire Local Authority's Fair Access protocol will be applied alongside this policy to secure the admission of vulnerable students from specific groups.

Admission Criteria

Eggar's School Academy Trust is the admissions authority for the school. The admissions arrangements are determined by the Academy Trust following statutory consultations.

The Academy Trust will consider first all those applications received by the published deadline of **midnight on 31 October 2019**. Notifications to parents offering a secondary school place will be sent by the Local Authority on 01 March 2020.

Applications made after midnight 31 October 2019 will be considered after all on-time applications have been fully processed unless exceptional circumstances merit consideration alongside on-time applications.

The Published Admission Number (PAN) for Eggar's School for 2020-2021 is 200; this includes [TBC] students with EHCPs (Education Health & Care Plans) admitted to specialist SEN provision.

For the main admission round, all preferences will be considered simultaneously and ranked in accordance with the admission criteria. If more than one school can offer a place, the parent's highest stated available preference will be allocated. If the school is oversubscribed, places will be offered up to the published admission number (PAN) in the following priority order. Places for applications received after the deadline will be allocated using the same criteria. See the Definitions section below for the terms in bold:

1. **Looked-after children** or children who were previously looked after but immediately after being looked after became subject to an **adoption order, child arrangements order, or special guardianship order**.
2. Children or families who have a serious **medical, physical or psychological condition** which makes it essential that the child attends Eggar's School rather than any other school. (Appropriate medical, physical or psychological evidence must be provided in support).
3. Children of **staff** who are employed directly by the school itself who have been employed at the school for two more years at the time application is made, and/or is recruited to fill a vacancy for which there is a demonstrable skill shortage.
4. Children living within the **priority (catchment) area** of Eggar's School who at the time of application have a **sibling** on roll of Eggar's School who will still be on roll at the time of the sibling's admission.
5. Other children living in the Priority Area of Eggar's School.
6. Other children who at the time of application have a sibling on the roll of Eggar's School who will still be on roll at the time of the sibling's admission.
7. Children who at the time of application attend one of the **linked primary or junior schools**, in alphabetical order:
 - Andrews' Endowed Church of England Primary School
<https://www.hants.gov.uk/educationandlearning/findaschool/schooldetails?dfesno=3344>
 - Bentley Church of England Primary School
<https://www.hants.gov.uk/educationandlearning/findaschool/schooldetails?dfesno=3023>
 - Binsted Church of England Primary School
<https://www.hants.gov.uk/educationandlearning/findaschool/schooldetails?dfesno=3012>
 - Rowledge Church of England (Controlled) Primary School
<https://www.hants.gov.uk/educationandlearning/findaschool/schooldetails?dfesno=3196>
 - Selborne Church of England Primary School
<https://www.hants.gov.uk/educationandlearning/findaschool/schooldetails?dfesno=3660>
 - Wootey Junior School
<https://www.hants.gov.uk/educationandlearning/findaschool/schooldetails?dfesno=2317>

8. Other children.

Additional Information

If parents decide to apply for a place at Eggar's School outside of the main round, they must fill in an in-year application form, available via the Hampshire County Council website www.hants.gov.uk/ad-applyonline. Alternatively, in-year application forms are available upon request from the school office. The school will consider those applications against the same criteria as used for the main admissions round, according to the number of spaces available based on the **Published Admission Number** for that year group.

1. Students with an EHCP

The governors will admit any student whose Education, Health & Care Plan (EHCP) names the school. Where possible such children will be admitted within the PAN.

2. School Closures

In the event of a school closure, students from the closing school may be given priority for any school nominated as the receiving school. Specific arrangements will be determined by the Local Authority in accordance with the School Admissions Code and will be published at the time for the specific schools affected.

3. Permanent Residence

The child's permanent residence is where they live, normally including weekends and during school holidays as well as during the week, and should be used for the application. The permanent address of children who spend part of their week with one parent and part with the other, at different addresses, will be the address at which they spend most of their time.

4. Distance Measurement

If the school is oversubscribed from within any of the above categories, straight-line distance will be used to prioritise applications; applicants living nearer the school have priority. Distances will be measured from the Ordnance Survey home address point to school address point using Hampshire County Council's Geographic Information Systems (GIS). Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance. Where two or more applicants are equidistant, random allocation will be used to allocate the place. Eggar's School will use the Local Authority random allocation procedure published on the County website: <http://documents.hants.gov.uk/education/Random-Allocation.pdf> The Local Authority will carry out the random allocation process on behalf of the school if the situation arises.

5. Multiple Births

Where a twin or child from a multiple birth is admitted to a school under this policy then any further twin or child of the same multiple birth will be admitted, if the parents so wish, even though this may raise the number in the year group above the school's PAN.

6. In-Year Fair Access Placements by the Local Authority

The Local Authority must ensure that all students are placed in schools as quickly as possible. It may therefore sometimes be necessary for a student to be placed by the local authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with the provisions of the local authority's In-Year Fair Access Protocol. The Protocol is based on legislation and government guidance.

7. Waiting Lists

When all available places have been allocated, waiting lists will be operated by the school. In the case of main-round application waiting lists, these will be retained for the first term after which places have been offered (i.e., until 31st December). For in-year applications, where the school is unable to offer a place, the child will be placed on the waiting list for a period of six weeks, after which time the child will be removed from the waiting list unless the school receives written or e-mail notice from the parent within the six-week period or on the next business day if the six-week period ends on a weekend or holiday. The school will keep the local authority advised of any changes made to the waiting list.

Such placements will be made in accordance with the provisions of the Local Authority's In-Year Fair Access Protocol based on legislation and government guidance.

The waiting list will be reviewed and revised:

- Each time a child is added to, or removed from, the waiting list;
- When a child's changed circumstances affect their priority.

At the time of receiving an offer of a school place, parents will be advised of the process for adding their child's name to a school's waiting list.

8. Admission of Children Outside Their Normal Age Group

Parents can seek places outside their normal age group. Decisions will be made on the basis of the circumstances of each case; parents may be offered a place in another year group at the school. Parents should include a request with their application, specifying why admission outside the normal age group is being requested and which year group they wish their child to be admitted. Whilst we believe most children are best placed in their chronological year group, decisions will be made based on the circumstances of the case and in the best interests of the child, taking into account the views of the Head Teacher.

9. Appeals

Where a child is not offered a place at the school, parents are able to make their appeals. Appeals should be submitted to the Clerk to the Governing Body of the School, via the School Office.

When Eggar's informs a parent, in writing, of a decision to refuse their child a place at the school, it will include the reason why admission was refused; information about the right to appeal; the deadline for lodging an appeal and the contact details for making an appeal. Parents will be informed that, if they wish to appeal, they must set out their grounds for appeal in writing. Eggar's School will not limit the grounds on which appeals can be made.

10. Withdrawal of an Offer

Should the school wish to withdraw an offer, the requirements of the School Admissions Code as specified in 2.12 and 2.13, are adhered to.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/389388/School_Admissions_Code_2014_-_19_Dec.pdf [Updated hyperlink to include 2020 when available.]

11. Legislation

This policy takes account of all relevant legislation including the legislation on sex discrimination, race relations, and disability, together with all relevant regulations and the School Admissions Code (published by the DfE in 2014).

Definitions

Adoption Order: An order under section 46 of the Adoption and Children Act 2002.

Catchment or Priority Area: The geographical area from which children may be afforded priority for admission to a particular school. Eggar's School's catchment, or priority area, consists of the areas in and around Alton designated as within the "Alton Neighbourhood Plan), (<http://maps.easthants.gov.uk/easthampshire.aspx?&tab=maps>), containing the following wards:

1. Alton Wooteys Ward
2. Alton Amery Ward
3. Alton Eastbrooke Ward
4. Alton Whitedown Ward
5. Alton Westbrooke Ward
6. Alton Ashdell Ward

It also includes additional areas that were part of the school's former catchment area designated by the local authority. A copy of the school's priority area is provided at the end of this policy and is also available on the school website at www.eggars.net.

Students coming from linked schools may be entitled to transport support; contact HCC for information, guidance and criteria; Eggar's School has no discretion or control over transport support through HCC.

Child Arrangements Order: 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, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order.

Linked School: Schools that are historically defined by Hampshire County Council, our local education authority, as feeder schools to Eggar's.

Looked-After Children: Children who are (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). Previously looked children are those who were previously looked after but immediately after being looked after became subject to an adoption order, child arrangements order, or special guardianship order. An adoption order is an order under section 46 of the Adoption and Children Act 2002 or section 12 of the Adoption Act 1976. Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. 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).

Medical, Physical or Psychological Evidence: Supporting evidence, such as a letter from a registered health professional, setting out the reasons why the Eggar's School is the only school able to support your child's or your family's needs because of the condition. This evidence must be submitted by the application deadline. All information submitted will be regarded as confidential.

PAN/Published Admissions Number: The maximum number of students admitted into each year group.

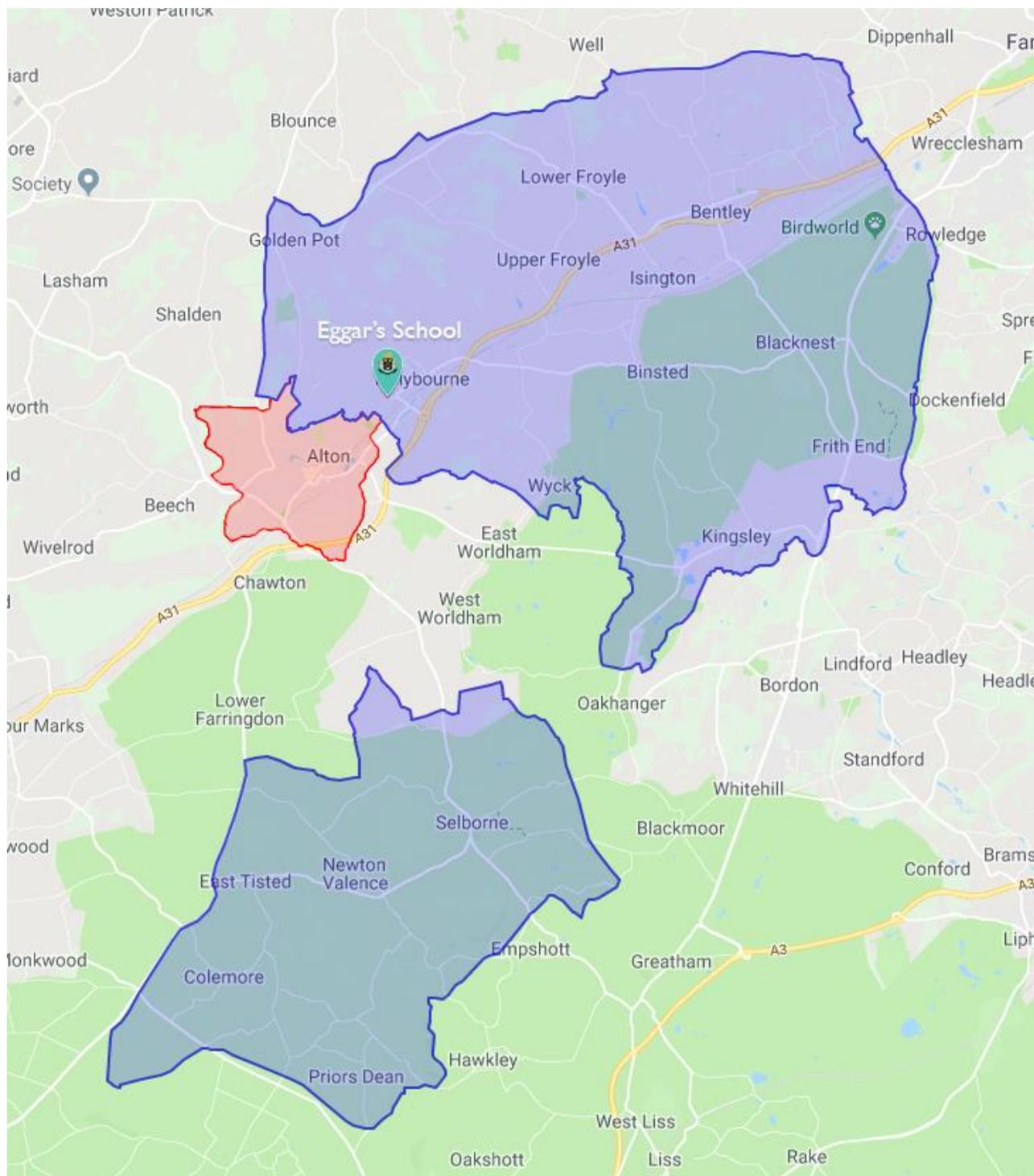
Sibling: Refers to brother or sister, half-brother or half-sister, adoptive brother or adoptive sister, foster brother or foster sister, step-brother or step-sister living as one family unit at the same address. It will also be applied to situations where a full, half or adoptive brother or sister are living at separate addresses. Criteria 4 and 6 include children who at the time of application have a sibling for whom the offer of a place at the preferred school has been accepted, even if the sibling is not yet attending.

Special Guardianship Order: 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).

Staff: 'Staff' includes all those on the payroll of the school. 'Children of staff' refers to situations where the staff member is the natural parent, the legal guardian or a resident step-parent.

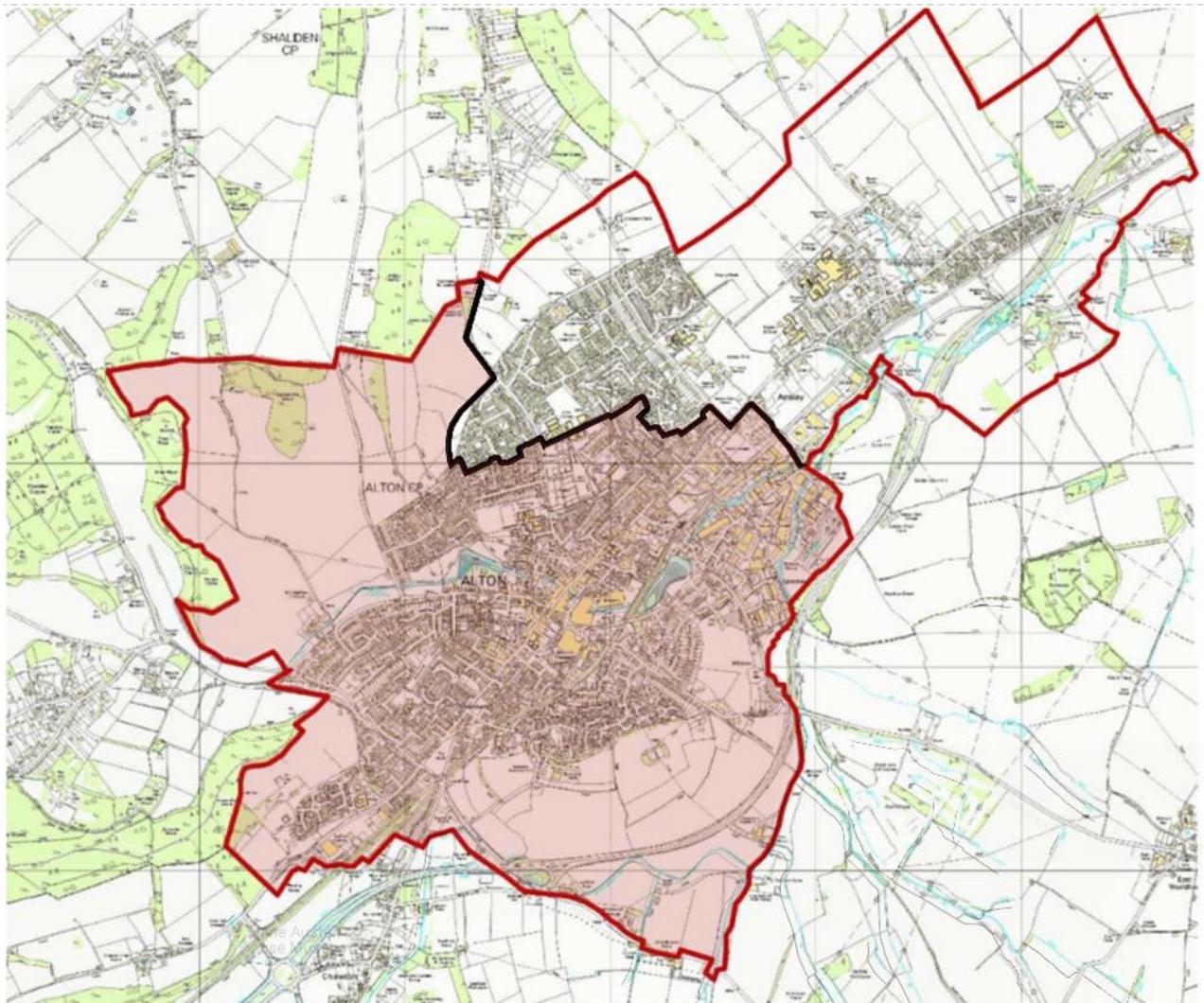
Map 1

The area highlighted in yellow shows the expanded Priority Area, the portion of the Alton Neighbourhood Plan that was not part of Eggar's School's catchment area in the past.



Map 2

The highlighted area of the map show the portions of the Alton Neighbourhood Plan that are part of the current catchment and expanded Priority Area within the Alton Neighbourhood (used with permission).



Designated Area of Alton Neighbourhood Development Plan
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