



Blenheim

# Admissions Policy 2022

Committee: Community, Achievement and Learning (CAL)

Date Published: February 2021

Review Date: November 2021

[www.blenheim.surrey.sch.uk](http://www.blenheim.surrey.sch.uk)

## **Admission Criteria for Blenheim High School for September 2022**

The Published Admissions Number (PAN) in Year 7 for the School is 240.

Blenheim High School participates in the Local Authority Co-ordinated Scheme.

All applications, including late applications, should be made direct to the Local Authority.

As stated in the SEN Code of Practice, any child with an Education, Health and Care Plan will automatically be allocated one of the 240 places.

In the event of oversubscription, places will be allocated in accordance with the following criteria in the order set out below.

### **Category 1: Looked after and previously looked after children**

Looked After and Previously Looked-After Children will be considered to be:

Children who are in the care of a Local Authority or provided with accommodation by a Local Authority in accordance with Section 22 of the Children Act 1989 e.g. fostered or living in a children's home, at the time an application for the School is made; and

Children who have previously been in the care of a Local Authority or provided with accommodation by a Local Authority in accordance with Section 22 of the Children Act 1989 and who have left that care through adoption, a child arrangement order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or a special guardianship order (in accordance with Section 14A of the Children Act 1989).

### **Category 2: Children who have a sibling at the School**

Children who have a sibling attending the School (including the Sixth Form) at the date of application.

A sibling is defined in these arrangements as a brother or sister (that is, another child of the same parents, whether living at the same address or not), a half-brother or half-sister, a step-brother or step-sister, an adoptive or foster sibling living at the same address.

Where a sibling is in Year 12 at the time of application, they will be deemed as being in the school at the time of admission unless the parent has specifically expressed they will not be continuing into the following academic year.

### **Category 3: Exceptional social/medical need**

Children whose parents can demonstrate that admission to the School is necessary for the medical, social or educational well-being of their child; the grounds on which the application is made should be supported by written evidence from a doctor, psychologist, educational social worker or educational welfare officer to demonstrate why the child should attend Blenheim High School and why no other school could meet the child's needs.

#### **Category 4: Children of staff**

Staff who have a contract of employment with Blenheim High School and have been employed at the school for more than two years at the application closing date, or who have been appointed to fill a particular skill shortage, will be eligible to apply for a place for their child under this category.

A supplementary information form must be completed which can be found on the school website.

#### **Category 5: Proximity/Distance**

The remaining places will be allocated on distance. Distances are measured in a straight line from the address point of the pupil's home, as set by Ordnance Survey, to the main school gate, using the Surrey Local Authority's Geographical Information System. Children living closest to the school will be given highest priority.

The address used for applying the distance criteria will be child's home address as at the closing date for application. Home address excludes any business, or child minder's address and must be the child's normal place of residence. It also excludes any relative's address unless the child lives at that address as their normal place of residence. We will not generally accept a temporary address if the main carer of the child still possesses or rents a property that has previously been used as a home address, nor will we accept a temporary address if we believe it has been used solely or mainly to obtain a school place when an alternative address is still available to that child.

Changes of address may be considered in accordance with the Surrey Local Authority Co-Ordinated Scheme, however proof of change of address will be required.

Where the child is subject to a child arrangements order and that order stipulates that the child will live with one Parent or Carer more than the other, the address to be used will be the one where the child is expected to live for the majority of the time. Where a child spends an equal time between their Parents or Carers, it will be up to the Parents or Carers to agree which address to use. If the Parents or Carers cannot agree which address should be used, we will accept an application from the Parent whose address is registered for Child Benefit. If neither Parent nor Carer are registered for Child Benefit, we will accept the application from the Parent or Carer whose address is registered with the child's current school.

#### **Fraudulent Applications**

The Governors reserve the right to withdraw the offer of a place if it was obtained through a fraudulent or intentionally misleading application.

#### **Tie Breaker**

Where two or more children share a priority for a place, e.g. where two children live equidistant from the School, the School will draw lots to determine which child should be given priority.

#### **Multiple Births**

If a final place is going to be offered to a child who is one of twins, triplets or other multiple births, where it is logistically possible and the subsequent child(ren) are ranked consecutively, each child will be offered a place. They may not be ranked consecutively if their applications

fall into different admissions categories – such as or if the sibling reside at different addresses or there are any special educational or medical needs.

### **Late Applications**

Late applications should be made directly to the Local Authority. All applications received after the closing date will be placed on a waiting list.

### **In-Year Admissions**

In-year admissions for any year group will be dealt with in accordance with this Admissions Policy and will be managed by the School.

If there is no place available in the relevant year group, any applications received will be placed on separate waiting lists for Years 7, 8, 9, 10 and 11.

### **Waiting Lists**

After the full number of places has been offered, in accordance with the Admissions procedure, a waiting list will operate according to the oversubscription criteria shown, without regard to the date the application was received or when a child's name was added to the list.

Applicants have a statutory right of appeal if a place is not offered. An appeal form will be made available upon application to the School.

As part of the initial intake to the school, applicants will automatically be added to the list if they have not been offered a higher preference school. Waiting lists for the Year 7 intake will be maintained until the last day of the Autumn term. After this time, all applicants on the waiting list will be contacted by letter and asked for written confirmation that they wish their child to remain on the waiting list. If confirmation is not received within 10 working days from the date of the letter sent by the School, the child will be removed from the waiting list.

### **Admission for a Child Out of Chronological Year Group**

Applicants may choose to seek a place outside their child's chronological (correct) year group.

Decisions will be made on the basis of the circumstances of each case and what is in the best interests of the child concerned.

- Applicants who are applying for their child to have a decelerated entry to school, i.e. to start later than other children in their chronological age group, should initially apply for a school place in accordance with the deadlines that apply for their child's chronological age. If, in liaison with the Headteacher, Governors agree for the child to have a decelerated entry to the school, the place cannot be deferred and instead the applicant will be invited to apply again in the following year for the decelerated cohort.
- Applicants who are applying for their child to have an accelerated entry to school, i.e. to start earlier than other children in their chronological age group, must initially apply for a school place at the same time that other families are applying for that cohort. If, in liaison with the Headteacher, Governors agree for the child to have an accelerated entry to the school, the application will be processed. If it is not agreed for the child to have an accelerated entry to the school, the applicant will be invited to apply again in the following year for the correct cohort.

Applicants must state clearly why they feel admission to a different year group is in the child's best interest and supply evidence to support this. More information on educating children out of their chronological year group and the process for making such requests is available at [www.surreycc.gov.uk/admissions](http://www.surreycc.gov.uk/admissions).