

Hummersknott Academy



1 - Admissions Policy 2023-24

Review Date: June 2022

Adopted/V1	V2	V3	V4	V5	V6	V7	V8
Jan 2013	Mar 2014	Mar 2015	Feb 2016	Dec 2016	July 2017	Sept 2018	Dec 2018
V9	V10	V11					
July 2019	Feb 2021	Mar 2022					

Hummersknott Academy Trust incorporates Hummersknott Academy and Skerne Park Academy and unless otherwise stated this policy applies to all Academies equally. This policy relates to Hummersknott Academy only.

PURPOSE

Hummersknott Academy educates students between the ages of 11 and 16 (Years 7 to 11). The Academy does not select students on their academic ability and operates an Equalities Policy¹ which means that students (and families of students) are not discriminated against on the basis of disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation or age (the latter with respect only to parents or carers). The Academy's buildings have been designed to give young people with a disability full access to facilities.

The Board of Governors of Hummersknott Academy is the Admissions Authority for the Academy as delegated by the Directors of the Academy Trust.

SCOPE

The Planned Admissions Number (PAN) for Hummersknott Academy is 240 students in each year group. Where there are more than 240 applications for places in any year group the criteria set out below will be used to decide which students will be offered places.

Application Process

Applications for places at Hummersknott Academy are made through Darlington Borough Council in accordance with the Local Authority's co-ordinated admission arrangements.

1. Applications in Year 6

- a) The Local Authority will issue a Guide for Parents on Secondary School Admissions each year at the start of Year 6. This will set out details of all Secondary provision in Darlington along with dates of Open Evenings, how to apply, the admissions criteria and planned admission number for each Academy/school.
- b) Parents must then apply using the application form in the back of the Guide for Parents or on-line by 31 October.
- c) After the closing date the Local Authority will then collate applications for Hummersknott Academy. If there are more than 240 applications they will apply the Admissions Oversubscription Criteria set out below on behalf of the Board of Governors.
- d) Parents will be informed if they have a place at the Academy on 1 March of the year their child will move to Secondary Education.
- e) Parents who do not obtain a place for their child have the right to appeal to an Independent Panel.

2. Applications in Years 7 to 11

- a) Parents who move into Darlington seeking a place for their child in Years 7 to 11 should apply to the Local Authority.
- b) Parents who are seeking to move their child from another Secondary school or Academy in the Local Authority to Hummersknott should complete a student transfer form and submit this to the Local Authority. The Pupil Transfer protocols will then be applied.
- c) If there are less than 240 students in any one year group the child will be offered a place.

¹ Consistent with its obligations under the Equality Act 2010

- d) In the event that the PAN has been reached (240) then the child will not normally be offered a place, unless a Statement of Special Education Needs or an Education, Health & Care Plan names Hummersknott Academy.
- e) Parents who do not obtain a place for their child have the right to appeal to an Independent Panel.

Arrangements for Appeal Panels

Parents will have the right to appear before an Independent Appeal Panel if they are dissatisfied with an admission decision of the Local Authority made on behalf of Hummersknott Academy. The appeal panel will be independent of the Academy. The arrangements for appeals will be made by the Local Authority in line with the School Admission Appeals Code published by the Department for Education. The determination of the appeal panel will be made in accordance with the School Admission Appeals Code and is binding on all parties. Parents who are refused a place for their child have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the Academy address.

Admissions Oversubscription Criteria

After the admission of children with an Education, Health & Care Plan or Statement of Special Educational Needs where Hummersknott Academy is named on the statement, and where the number of applicants is greater than the Published Admission Number (PAN), applications will be considered against the criteria set out below, in the order of priority:

- (i) Looked After, Previously Looked After and Internationally Adopted Previously Looked After Children**
Looked After Children and children who were Previously Looked After but immediately after becoming Looked After became subject to Adoption, a Child Arrangement Order or Special Guardianship Order. Children who appear to Hummersknott Academy to have been in state care outside of England and ceased to be in state care as a result of being adopted (see explanation below).
- (ii) Medical Reasons**
Children with very exceptional medical factors directly related to school placement. Applications under this criterion should be supported by written evidence from a professional health care practitioner (see explanation below).
- (ii) Family Links**
Children who have a sibling already attending the school/Academy and who are expected to be on roll at that school/Academy at the time of admission (see explanation below).
- (iii) Children of Staff**
Children of staff members who have worked at Hummersknott Academy for at least two years at the time at which application for admissions to the school is made.
- (iv) Associated Areas**
Children living within the rural ward of Heighington and Coniscliffe within the Borough of Darlington and children living within the ward of Park East (Skerne Park and the Pastures estates) (see Appendix 1 Associated Area explanation).

Transport to Hummersknott Academy will only be financially supported by the Local Authority if:

- Hummersknott is the nearest appropriate and/or suitable school, and is more than three miles from the parents'/carers' home.
- Hummersknott Academy is the nearest appropriate and/or suitable school and there is no identified safe walking route.

(v) Distance

Students who live nearest the preferred school/Academy measured from the front door of the home address (including flats) to the main school gate by the shortest walking route judged to be safe (lit at regular intervals and paved/tarmacked). This will be based on the child's permanent home address (to remain consistent the Authority uses a Geographical Information System to measure all distances).

Tie Break

In the event of a tie-break in any oversubscription criteria, distance will be the deciding factor, which may involve an officer walking the route using a pedometer.

Multiple Births

Where a single place remains and the next child to be offered a place is a child from a multiple birth, then the Governing Body will use its discretion in deciding whether to offer over the PAN.

Looked After, Previously Looked After and Internationally Adopted Previously Looked After Children

- A looked after child is a child who is (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).
- An adoption order is an order made under Section 46 of the Adoption and Children Act 2002. A child arrangements order is 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 s.14 of the Children and Families Act 2014.
- A special guardianship order is an order appointing one or more individuals to be a child's special guardian or guardians (Section 14A Children Act 1989).
- A previously looked after child is a child who immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.
- A child regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

Medical Criterion

If a parent states a preference for Hummersknott Academy and indicates their reason for doing so is 'medical', then they will be required to send a supporting letter from a professional health care practitioner. The supporting evidence should set out the particular reasons why Hummersknott Academy is the most suitable choice and why other schools could not provide the appropriate support for the child. The Governing Body may seek the opinion of a specialist where the information submitted from the health care practitioner does not contain enough information to determine how the condition can affect a child and their admission to school. In such cases permission will be sought from the child's parents to do so.

Family Links

Children have a family link if:

- They are half-brother or sister, or full brother or sister.
- They are adoptive brother or sister.
- Their carers are co-habiting and children live together in the same household.

Home Address

This is the child's permanent address where he or she generally resides. For parents/carers who may have more than one property, reference should only be made to the property in which they and the child(ren) mainly reside. Where shared care arrangements are in place, the home address shall be as directed by the court or the address where the child lives for the majority of the school week.

If the main address has changed temporarily, for example where a parent/carer resides with extended family during a period of sickness or takes up temporary accommodation due to building works/renovation, then the home address remains that at which the parent/carer was resident before the period of temporary residence began. Where the temporary change of address is due to the sale of property, evidence of the particular circumstances will be required to determine the home address for the purposes of the application.

Any permanent change of address during the period from making an application to the offer being made, must be notified to the Local Authority immediately, as this may affect the admission offer made. In the event of a change of address affecting the application for your child to attend Hummersknott Academy, the Academy will request a letter from a licensed conveyancer or a solicitor's letter confirming exchange of contracts.

Operation of a Waiting List

The Local Authority will maintain a waiting list for Year 7 students only until the end of December of the first term of the academic year of admission and it will be open to any parents to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

The position of children on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criterion.

This policy links with value 9 – At the heart of the Community, of Hummersknott Academy Trust's Vision and Values.

RESPONSIBILITY

This policy will be reviewed and updated where necessary by the Principal and Office Manager and approved for adoption by Local Governing Body.

PUBLICISING THE POLICY

A copy of this policy will be available on the Academy's website and the X Drive/intranet. Staff will be advised of amendments to this policy via the Staff Bulletin and are expected to familiarise themselves with the content.

POLICY STATUS

This is a statutory policy.

ASSOCIATED AREAS FOR HUMMERSKNOTT ACADEMY

Certain areas are linked to particular schools to secure admission for children in those areas. These arrangements are referred to as 'Associated Area Provision'. The following areas have been deemed by the Academy's Governing Body to be Associated Areas for oversubscription criteria to Hummersknott Academy.

Heighington & Coniscliffe, Park East (part)

Park East Ward

Children living in the hatched area as identified on the attached map (map 1) within the Ward of Park East in the Borough of Darlington.

Heighington and Coniscliffe Ward

Children living within the Ward of Heighington and Coniscliffe in the Borough of Darlington as identified on the attached map (map 2).

Home to School Transport

The current duty on a Local Authority is to provide or arrange free transport to and from a school/Academy for a student of statutory school age who lives in its area, if the shortest walking route to the nearest suitable school/Academy is over three miles.

Hummersknott Academy has entered into an agreement with Garnett's coaches to provide this transport for those who are eligible. The Academy also offers transport at a concessionary rate for those children who do not qualify for free transport. Application Forms for the concessionary travel and details of the bus routes in operation will be sent out with the Admission Packs.

Low Income Families

Transport guidance states that children of a compulsory school age who are 11 or over from low income families must have travel arrangements made to one of their three nearest qualifying schools where they live more than two miles, but not more than six miles from that school.

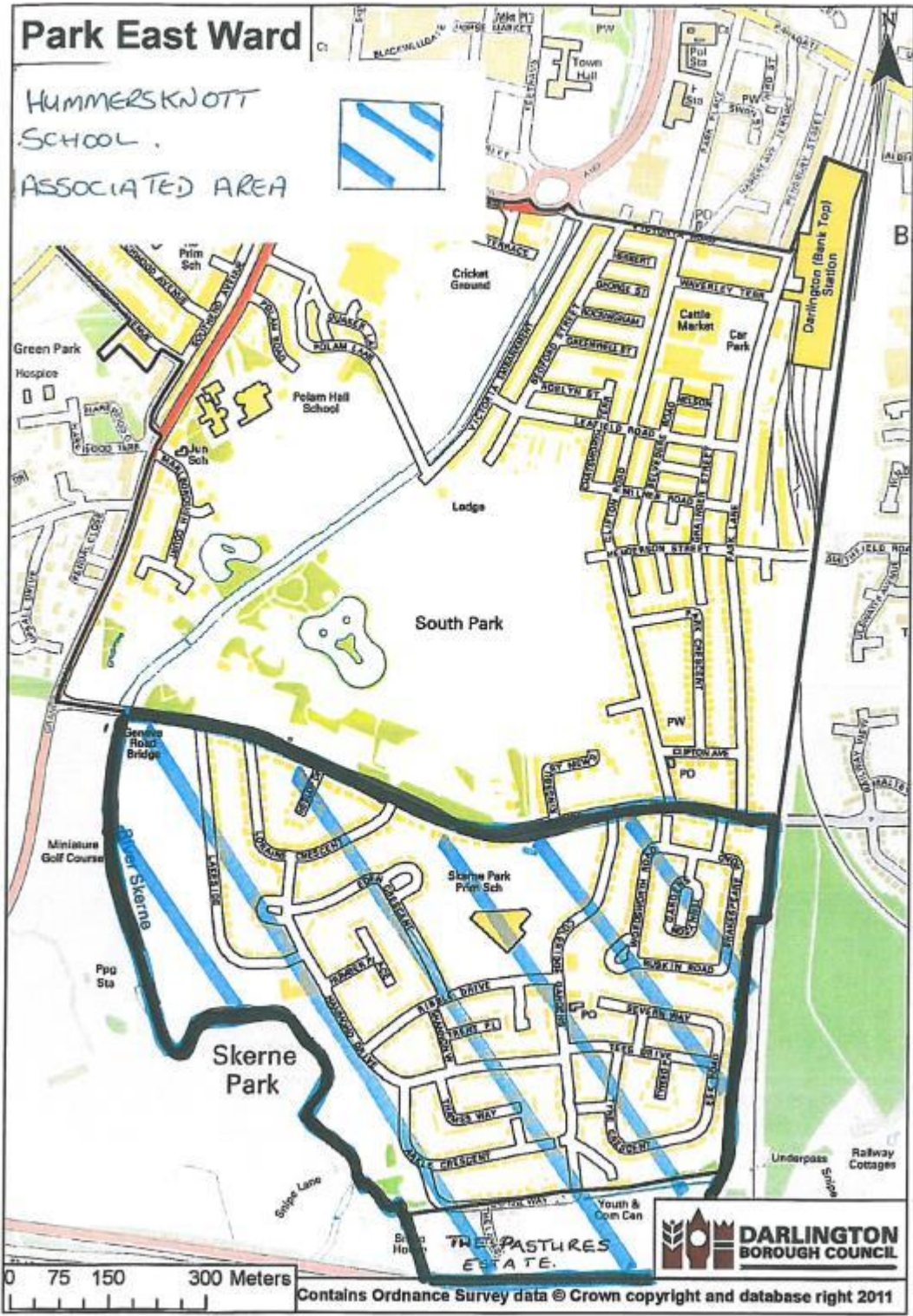
Safe Walking Route

This is deemed as the shortest walking route judged to be safe (lighting at regular intervals and paved/tarmacked).

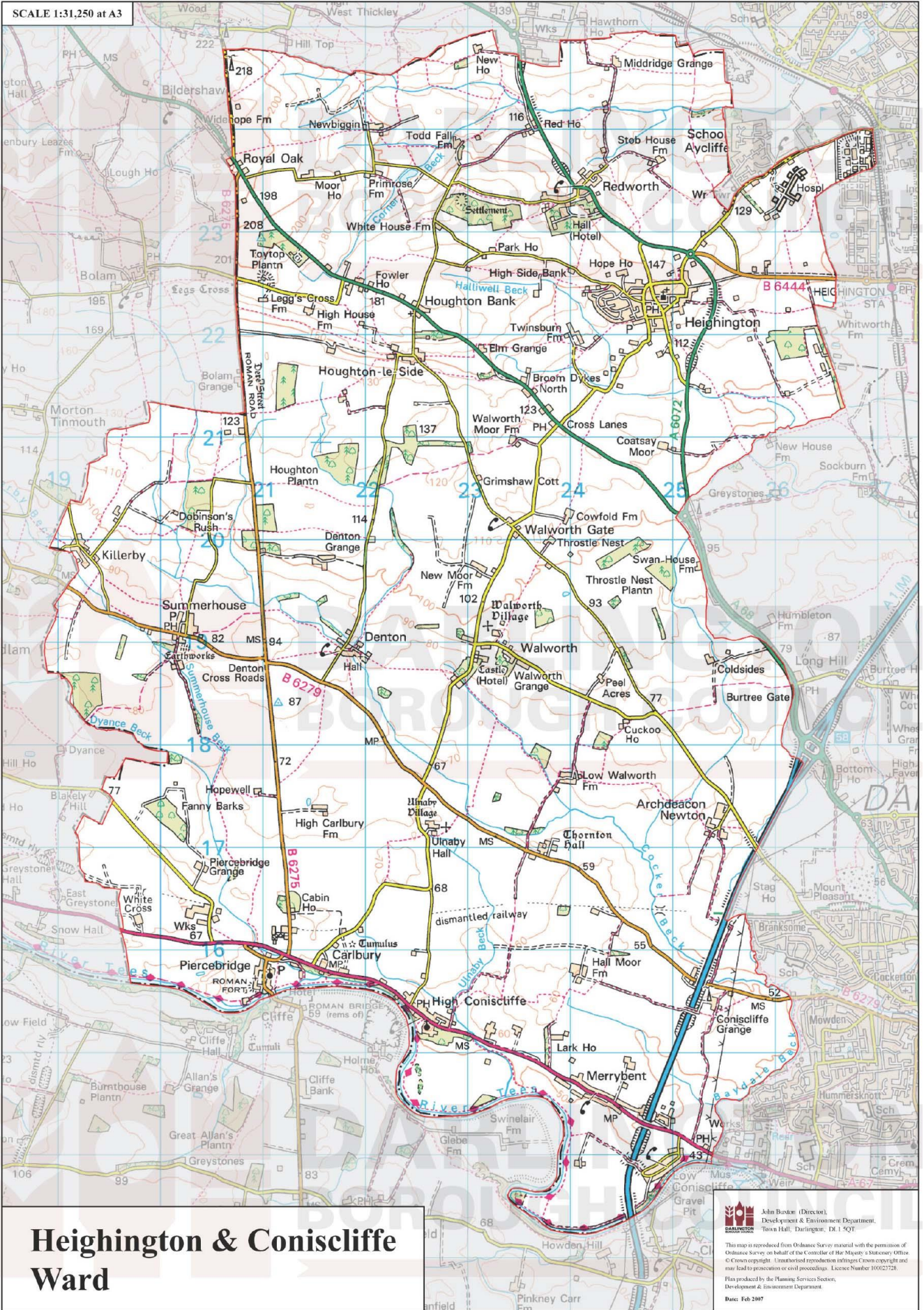
Please see Darlington Borough Council Home to School Transport Policy for further information.

Darlington Borough Council reserves the right to amend the Home to School Transport Policy, if necessary.


For further information please contact the School Transport Section, Town Hall, Darlington, Telephone 01325 405904.



SCALE 1:31,250 at A3



Heighington & Coniscliffe Ward

 John Boxer (Director),
Development & Environment Department,
Town Hall, Darlington, DL1 5QT

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Plan produced by the Planning Services Section,
Development & Environment Department

Date: Feb 2007