



# Hayle Community School

## Admissions Policy

Hayle School is a Foundation School and the Governors are the admitting authority. The school is a mixed 11-16 comprehensive school serving its local community.

Children with a Statement of Special Educational Needs or Education, Health and Care Plan that names Hayle School will be admitted to the school regardless of the number on roll in the year group.

Children in Care who are directed to the school by the Local Authority will be admitted to the school, regardless of the number on roll in the year group.

Hayle School will participate fully in the Local Authority's Fair Access Protocol.

The school will participate fully in the Local Authority's co-ordinated admission schemes for secondary transfer and in-year admissions. Details of these schemes are available on the Council's website ([www.cornwall.gov.uk/admissions](http://www.cornwall.gov.uk/admissions)) or on request from the Local Authority (0300 1234 101). Closing dates, deadlines and timescales (including those relating to late applications) will be as stated in those schemes.

All applications for places at Hayle School must be made directly to the applicant's home authority on the appropriate Common Application Form (CAF). The CAF and supporting information will be available electronically on the Local Authority's website or in paper form on request from the Local Authority. There is no supplementary information form required by the governors.

The Governors will operate an equal preference scheme as defined in the School Admissions Code.

The published admission number (PAN) for Year 7 in 2017/18 will be 150.

**In the event of there being more than 150 applications for places in Year 7 for the 2017/18 academic year the following oversubscription criteria, in descending order of priority, will be used to prioritise applications.**

### **Oversubscription criteria**

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils with statements of special educational needs or an Education, Health and Care Plan where Hayle School is named, in Year 7 for the 2017/18 school year.

#### **Children in care and children who were in care**

1. A 'child in care' is also referred to as a 'looked after child' and 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).

A 'child arrangement 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. 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).

2. Children who live in the designated area of Hayle School, or whose parents can provide evidence that they will be living in the designated area of Hayle School by the beginning of the autumn term of the 2017/18 school year.

If there are more designated area children wanting places at Hayle School than there are places available, criteria 3 to 6 below will be used to decide which of these children should have priority for admission. If there are still places available after all the designated area children have been allocated places, criteria 3 to 6 will be used to decide which of the remaining children should have priority for any spare places.

3. Children with an unequivocal professional recommendation from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at Hayle School would not be in the best interest of the child and that placement at Hayle School is essential. Such recommendations must be made in writing and must give full supporting reasons and will be reviewed.

4. Children with siblings who will still be attending the Hayle School at the time of their admission.

5. Children on the roll of a primary school (at the time of allocation) whose designated area is contained within or forms part of the designated area of Hayle School.

6. All other children.

**Years 8 to 11 (although applications for Year 11 that are for admission after 31 October 2017 will be dealt with under the Fair Access Protocol)**

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils with statements of special educational needs or an Education, Health and Care Plan where Hayle School is named, in Years 8 to 11 at Hayle School in the 2017/18 school year.

1. Children in care and children who were previously in care but ceased to be so because they were adopted (or became subject to a Child Arrangement or Special Guardianship Order) immediately after being in care.

2. Children who live in the designated area of Hayle School, or whose parents can provide evidence that they will be living in the designated area of Hayle School by the requested date of admission.

If there are more designated area children wanting places at Hayle School than there are places available, criteria 3 to 5 below will be used to decide which of these children should have priority for admission. If there are still places available after all the designated area children have been allocated places, criteria 3 to 5 will be used to decide which of the remaining children should have priority for any spare places.

3. Children with an unequivocal professional recommendation from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at Hayle School would not be in the best interest of the child and that placement at Hayle School is essential. Such recommendations must be made in writing and must give full supporting reasons and will be reviewed by Hayle School.

4. Children with siblings who will still be attending Hayle School at the time of their admission.

5. All other children.

**Notes and definitions**

**Children with statements of special educational needs or an Education, Health and Care Plan**

If a child with a statement of special educational needs or an Education, Health and Care Plan has the name of a school specified in his/her statement/plan, the child **must** be admitted to that school.

### **Children in care**

'Children in care' are also referred to as 'looked after children' and they are children who are in the care of the Local Authority. Children in care **will be** admitted to the school considered most suitable by the Corporate Director, Education, Health and Social Care, regardless of the number on roll.

### **Designated areas**

The Local Authority has divided the county into geographical areas. Each of these areas is served by a specific secondary school (or schools). These areas are called 'designated areas'. (You may also have heard these areas referred to as 'catchment' areas.) Your designated school will not always be the one nearest to your home address.

Maps will be provided on the Council's website ([www.cornwall.gov.uk/admissions](http://www.cornwall.gov.uk/admissions)) help you to identify your child's designated school (or schools). Please note, however, that these maps are, of necessity, small scale and if your property is near a border it is advisable to check your designated school with the School Admissions Team. Larger scale maps are available for all designated areas on request. You can also ask to be notified of the designated school(s) for any address. These requests should be made to: School Admissions Team, Cornwall Council, New County Hall, Truro, TR1 3AY. Tel: 0300 1234 101, email: [schooladmissions@cornwall.gov.uk](mailto:schooladmissions@cornwall.gov.uk)

The Local Authority will continue to give free transport to eligible children on the basis of residence in the areas which is defined as the designated area for Hayle School, in line with the Home to School Transport Policy.

If you are planning to move into the designated area of Hayle School, your application for a place for your child at that school will not be given the priority accorded to designated area pupils without firm evidence of your new address and moving date, such as a copy of a signed and dated tenancy agreement or confirmation that contracts have been exchanged.

### **Professional recommendation for admission**

If you think your child meets this criterion, as described in the Oversubscription Criteria, you must send the relevant written evidence to Hayle School.

### **Siblings**

'Siblings' means brothers or sisters. They are defined as children with at least one natural or adoptive parent in common, living at the same or a different address. Children living permanently in the same household at the same address would also be counted as siblings, regardless of their actual relationship to each other.

To qualify as a sibling a child must be on the roll of the school in question at the date of application, allocation and admission.

### **Children on the roll of a primary school (at the time of allocation) whose designated area is contained within or forms part of the designated area of the preferred secondary school.**

The primary schools in Hayle School's designated area are listed below:

Gwinear Junior and Infant School

Connor Downs Junior and Infant School

Bodriggy Junior and Infant School

St Erth Community Primary School

Leedstown Junior and Infant School

Penpol Junior and Infant School

### **Tie-breakers**

If any of the criteria outlined above leave more children with an equal claim than places available, the following tie-breakers will be used:

Where two or more children fulfil the same criterion, priority will be given to the child who lives nearer to the preferred school.

### **Final tie-breaker**

Should the tie-breakers above still leave children with an equal claim because distances are exactly the same, random allocation (in accordance with 1.34 and 1.35 of the School Admissions Code) will be used to decide on priority. The LA's Random Allocation Protocol is available on request from the LA.

### **Distances**

Home to school distances used for tie-breaking will be measured by a straight-line measurement as determined by CAPITA One (formerly known as Education Management System or EMS) and supported by the Local Authority's Geographical Information System (dataMap). Measurements will be between your home address using Ordnance Survey's Point Dataset (usually the centre of the main building of the property) and the main gate of the school (as determined by the CSA). Distances used to determine nearest school with room (i.e. where it is not possible to offer a place at a preferred school) and for establishing transport entitlements will be measured by the nearest available route as determined by the Local Authority's Geographical Information System (dataMap).

### **Home address**

Each child may have one registered address only for the purposes of determining priority for admission and transport entitlement. This address should be the place where the child is normally resident. If there is shared residence of the child or a query is raised regarding the validity of an address, it may be necessary to use the address of the person receiving child benefit for the child. If this is inconclusive, the registered address would be considered to be the address at which the child spends the majority of days during the school week. However, parents should settle any dispute prior to submitting only one application to Hayle School for each child.

### **Multiple birth siblings**

Where applications are received on behalf of 'multiple birth siblings' (i.e. twins, triplets, etc.) or siblings whose dates of birth place them in the same chronological year group, every effort will be made to offer places our school, which may mean allocating places above the Published Admission Number (PAN) where that is possible. However, where this is not possible, parents will be invited to decide which of the children should be allocated the available place(s).

### **Relevant area(s)**

Consultations on proposed admission arrangements must be carried out within an area called 'the relevant area'. It is the responsibility of LAs to determine relevant areas and to consult on and review their relevant areas on a regular basis.