



Glenmoor & Winton Academies

High Achievement – High Standards

Part of United Learning

GLENMOOR ACADEMY ADMISSIONS POLICY 2019-20

The published admission number is 180.

Glenmoor is an Academy for girls run by the Academy sponsor United Learning. The Governors are responsible for the admission of pupils. For entry into year 7 the admissions application and offer process will be co-ordinated by Bournemouth LA. All pupils are admitted without reference to ability or aptitude.

Places will be allocated at Glenmoor Academy in the following order of category.

- **Category 1** – Children who are “Looked after” by a Local Authority or a child who was previously looked after but immediately following being looked after subject to an adoption or residency order (See note 1)
- **Category 2** – Children currently with an older sister or brother at Glenmoor or Winton Academies at point of admission into the Academy. See below for explanation of the term sister / brother (note 3)
- **Category 3** – Distance from the applicant’s home address to the Academy. The distance measurement will be calculated using a Geographical Information System in a straight line from the Academy to the applicant’s home in accordance with the definition below (note 5). The applicants will be ranked nearest to furthest

The Academy will apply the above criteria to applicant’s subject to the following exceptions:

- (i) Where a child has an Education Health Care Plan (EHCP) and for whom there is a legal requirement to admit to the Academy as it is named in the EHCP.
- (ii) Where an applicant is seeking admission for the September entry of the Academy entry year, applications received before the closing date will initially be given priority over those received after the closing date. Under exceptional circumstances a late application maybe considered as received on time. Exceptional circumstances could be illness involving hospitalisation or a bereavement or as prescribed within the co-ordinated admission arrangements.

Admission Criteria - Notes

1. A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by the local authority in the exercise of their social services functions as defined in section 22 (1) of the Children Act 1989.
2. In the case of over subscription in categories 1 - 3, priority will be given within category to children:
 - (i) where a placement is recommended for medical reasons and seen as essential by the child's General Practitioner (family doctor) or where there are exceptional reasons supported by evidence from a Social Worker, Educational Psychologist or Education Welfare Officer employed by the Academy or working in collaboration with the Academy which in the view of the Multi Academy Trust and governors (United Learning) require placement at Glenmoor.
 - (ii) who live closest to the Academy as measured by the straight-line distance calculated by a Geographical Information System (GIS) in use at the time of allocation (the system at the time of setting the policy takes the measurement between the address mapping points of the Academy and the applicant's home). If distances are equal, as calculated by the GIS system, for example a flat in a block of dwellings with the same front entrance a random allocation system will be used to determine the allocation. Details of this process are outlined below in note 9.
3. Sisters or brothers are defined as half or full sister/brother, adoptive sister/brother and the children of parents who are married or cohabiting, where the parents and children live together in the same household.
4. When considering twins, triplets or other multiple births places, where the final place available was offered to a twin, triplet or multiple birth, a place will be offered above the published admission number to the other twin, triplet or multiple birth children whose twin, triplet or multiple birth was offered a place within the admission number.
5. A child's main residence will be the dwelling of the parent or carer in receipt of Child Benefit and proof of who is in receipt of Child Benefit may be required prior to offer of an Academy place. If Child Benefit payments are not made or suspended then the decision on which address to use for the child, for the purposes of admission to Academy only, will be made by the Governors based

on the address of the child's General Practitioner (family doctor). The Academy will consider pertinent evidence from both parents to determine the property in which the child mainly resides.

Waiting Lists

6. The Academy operates a formal waiting list for those refused a place. Subject to note 2, the waiting list is ranked according to the over-subscription criteria. Any places that do become available, if not required for a child with an Education Health Care Plan or one who is required to be admitted through an In-year Fair Access Protocol, are allocated in accordance with these criteria. The waiting list does not give priority either to those that have been on the list longest or to those that applied after the closing date. The governors will review the waiting list regularly and all parents / carers will be asked to reaffirm their intention to remain on the waiting list at the end of each academic year.

Co-ordination between Admission Authorities

7. In accordance with the law and the agreed schemes the offer of places at the main points of entry at the primary and secondary level will be co-ordinated by the Local Authority between all those who decide upon admissions to schools (admission authorities) in Bournemouth.
8. Schools in Bournemouth together with Bournemouth Council operate an In-Year Fair Access Protocol in accordance with the Code on Academy Admissions This is reviewed by The Admissions Forum on a regular basis. A single application form in accordance with the co-ordinated scheme will be used for all applications for in-year admission.

Final Tie-Break Allocation Process

9. If there are insufficient places to accommodate all applicants and after using all tie break criteria applicants for the final place(s) cannot be split the remaining place(s) will be allocated using a random allocation process. The process will be electronically administered through the Multi Academy Chain (United Learning) IT system in use at this time and ratified by the governing body.

Academy Admission Appeals

10. The Governors will not consider repeat appeals by the same applicant for the same Academy in the same academic year unless the applicant is able to prove that there have been material changes in their circumstances since the previous admission appeal. The final decision as to whether the material changes warrant a fresh appeal will be determined by the Governors of the Academy.

Withdrawal of an offer of a place

The Governors may withdraw an offer of an Academy place where:

- a parent fails to respond to an offer within a reasonable timescale
- the place was offered on the basis of a fraudulent or misleading application
- a place was offered by the Local Authority, not the Admission Authority, in error.

Monitoring and Review

This policy has been made in accordance with the most recent legislation (The Equality Act 2010). This policy will be administered fairly and impartially. The decision to admit, or otherwise, is the sole responsibility of The Governing Body.

**Policy ratified by the Local Governing Body
October 2017**

Review Date – October 2018