

Governing Body Document Monitoring

Date of Review	Reason for Review	Model or School Specific Policy	Date Ratified	CoG Initials	Name of Committee	Date of next scheduled review
Jan 2017	Scheduled Review	Model	12 01 17		FGB	Jan 2018

ADMISSIONS POLICY

General Principles

Chamberlayne College for the Arts is a Trust school and therefore the governing body are the admission authority.

Chamberlayne College for the Arts is an 11-16, mixed comprehensive school.

The main principle of admission to Chamberlayne College is to maintain the character of the school as a comprehensive school, providing for the needs of young people within the 11-16 age range.

Admission to our school is not dependent on any 'voluntary' contribution.

Pupils will be admitted at the age of 11+ **without** reference to ability or aptitude using the criteria below. The admission number for September each year will be 180.

The School participates in the Local Authority co-ordinated scheme and all deadlines within that should be adhered to by applicants.

Children with an Educational Health Care Plan (EHCP) naming the school, will be admitted and will count as part of the Published Admission Number (PAN)

Definitions and Details

Sibling

By sibling we mean:

- Children living at the same address who have one or both natural parents in common,
- Children living at the same address who are related by a parent's marriage,
- Children living at the same address whose parents are living as partners at this address.

We do not include cousins within our definition of sibling.

Home Address

Proof of residence will be required by the co-ordinated scheme. The offer of a place may be withdrawn if proof of residency is not met.

Where a child lives part of the week with one parent and part with another member of the family, the 'home address' where the child spends at least three nights of the school week each week will be considered to be the residence

Ethos

The ethos of this school is based on the arts. We regard good behaviour, loyalty to and respect for others, endeavour, team work and commitment as important attributes and expect our students to pursue excellence in all that they undertake.

Oversubscription

In the event of over subscription, applications will be considered first and determined using the following criteria:

1. Looked after children and children subject to an adoption, special guardianship or residency order who were looked after immediately before the order was made.
2. Children with a brother or sister (sibling) attending the school at the time of application with a reasonable expectation they will be attending at the time of at the start of the new academic year,
3. **Tie Breaker**

Other children according to distance from home to school with priority going to children nearest to the school using a straight line distance from the main entrance to the school in Tickleford Drive to the home address of the child. Distances will be measured using the GIS system of the Southampton City Council.

Distances from blocks of flats or houses in multiple occupation, will be measured from the communal door of the property. In the event of two or more applicants having the same home to school distance, lots will be drawn to determine which child has the highest priority for admission.

Applications from outside the priority admission area described above (or from children who have not attended a named feeder school/s) will be considered if there are still places available and will be determined by the following criteria:

Medical Need

In the event of oversubscription in any criterion then applicants with medical need (as defined and evidenced) will have priority and then applicants will be ranked according to distance as defined in your distance criterion.

Waiting Lists

Under the co-ordinated scheme, the Local Authority (LA) will maintain a waiting list until the end of the Autumn term. The school will continue to maintain a waiting list for subsequent terms. Applications for inclusion on a waiting list must be made on the school's appropriate form and they will be ranked according to our oversubscription criteria as described above. We have to admit any pupil who is the subject of a 'direction' by the LA or allocated to us according to the local Fair Access Protocol and any such pupils take precedence over the waiting list.

We also maintain waiting lists for all 'full' year groups.

Appeals

All unsuccessful applicants have the right of appeal to an independent panel against the refusal of a place at the school. Guidance on the appeals process is normally sent to all unsuccessful applicants. You should read the guidance carefully and then if you wish to appeal you should follow the instructions in the guidance on the process to follow.