

## ADMISSIONS RULES FOR SEPTEMBER 2020

### Introduction

The admissions policy for The Beaconsfield School follows The Co-ordinated Admission Scheme for Secondary Schools in the area of Buckinghamshire County Council Local Authority unless stated. This will be referred to as The County Scheme. The County Scheme is available on the Buckinghamshire County Council Website with supporting information, or via this link:

<http://www.buckscc.gov.uk/education/schools/admissions-and-moving-school/policy-hub/admission-policies/>

The named point of contact in school for admissions is Mrs L. Ravenhill, Data and Admissions Manager.

### 1.0 Admission Numbers

1.1 The planned admissions number of students for each year group between Year 8 and Year 11 inclusive is 150. Year 7 is 155.

### 2.0 Over-subscription Criteria

2.1 Where eligible applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which student/s to admit:

- a) Looked after children. A looked after child is a child who is either in the care of the local authority or being provided with accommodation by a local authority in the exercise of their social services functions, or was previously looked after but immediately after became the subject of an adoption, residence or special guardianship order.
- b) Children who have exceptional medical or social needs supported by written evidence from a doctor, social worker, educational welfare officer or other appropriate person.
- c) Children living within the catchment area of the school – see map at Appendix A.
- d) Siblings of children in Years 7 to 10 who are on the roll of the school at the time allocations are made, and are expected to be on the school roll at the time of the proposed admission.
- e) Once the above rules have been applied then any further places will be offered in distance order; using the distance between the family's Normal Home Address and the school's nearest open entrance gate offering the closest first. We use a straight line distance.
- f) Where a school can take some, but not all, of the children who qualify under one of these rules, we will give priority to children by taking account of the next rule (or rules) in the numbered list to decide who has priority for places.
- g) If it still not possible to decide between two applicants who are equidistant then a random allocation will be made to allocate the final place. An explanation of the method of making random allocations is on the council website.
- h) Students who have an Education Health Care Plan (EHCP) or a Statement of Special Educational Needs that names the school, will be admitted prior to the application of the admission rules.
- i) "Find a School near you" on the Bucks County Council website may be used to tell if your address is within the catchment area of the school <http://services.buckscc.gov.uk/school-admissions/nearest>

### **3.0 Waiting List**

3.1 If any vacancies arise between National Offer Day (March 1st) and December 31st of the same year, first priority will be given to those on the waiting list managed by Buckinghamshire County Council through the County Scheme. Any available places will be managed in accordance with the In Year Admission Procedure outlined below.

3.2 If parents decline an offer of a place, they may subsequently re-join the waiting list.

### **4.0 In-Year Admission Procedure**

4.1 Admission to Years 7, 8, 9 and 10 will be handled in accordance with the process described on the Bucks County Council website or via this link:

<http://www.buckscc.gov.uk/education/schools/admissions-and-moving-school/in-year-admissions>

4.2 The admission rules as set out in 2(h) above will be applied in all cases once students who have an EHCP or Special Educational Needs that name the school have been admitted.

### **5.0 In-Year Waiting List**

5.1 Waiting lists will be maintained in oversubscription criteria order.

### **6.0 Equal Opportunities, Disability Discrimination, Race Relations**

In dealing with applications for admissions, Governors will have full regard to the Sex Discrimination Act 1975, Race Relations Act 1976 and 2000, Human Rights Act 1998, Disability Discrimination Acts 1995 and 2005 and Equality Act 2010.

### **7.0 School Transport**

Details on school transport are available from Buckinghamshire County Council

### **8.0 6<sup>th</sup> Form Admissions**

8.1 We aim to offer a range of academic and vocational courses to our 6th Form students and some of these require minimum grades at GCSE. Our policy is to ensure that students accepted into the 6th Form can be placed on appropriate courses where they are likely to succeed. For this reason, we ask all applicants to attend a meeting with some of our 6th Form staff to discuss the most suitable course of study.

#### **8.2 6th Form Admissions Criteria (FROM SEPTEMBER 2014)**

- To study 3 A level subjects – 7+ 9-5 GCSE grades (including both English Language grade 5 and Maths grade 5) and meeting individual subject criteria.
- To study a combination of A levels and Level 3 BTECs – 5+ 9-5 GCSE grades and meeting individual subject criteria (including both English Language grade 5 and Maths grade 5).
- There are no interviews for the 6th Form, but all candidates are required to attend a guidance discussion centred on their subject choices. References are sought for all external candidates so that expected or achieved grades can be confirmed.

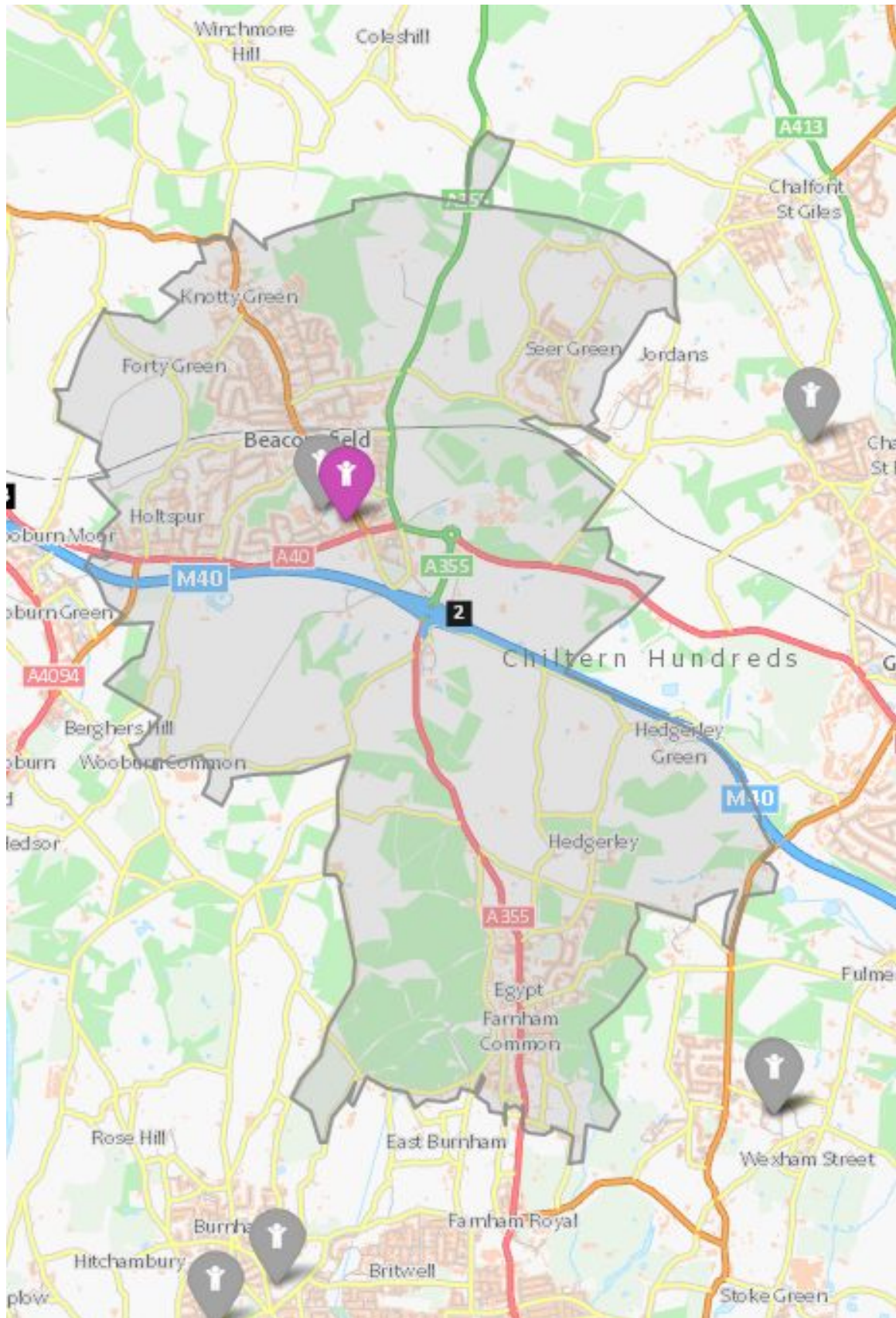
#### **8.3 Application Procedure**

- For further details of the application process, and application timetable, please contact the School. A 6th Form Options Evening is held each year in the late Autumn or early Spring Term. Application Forms for external candidates can be downloaded from our website and emailed to the Head of 6th Form.
- Where a 6th Form applicant has been refused a place at the school, parents will be advised of their right of appeal against the decision of the Governing Body to an Independent Appeals Panel.
- The right of appeal will apply equally to students currently attending the school and seeking entry to the 6th Form and to external applicants. A waiting list for the 6th Form will be maintained, in line with the school's over-subscription criteria, until the end of September. Students are not admitted to 6th Form courses after that date.

#### **8.4 Named Contact**

All initial enquiries regarding admission to the 6th Form should be made to Mrs J. O'Donnell, Head of 6th Form at The Beaconsfield School.

## APPENDIX 'A' – CATCHMENT AREA MAP



Please use the following link to be able to enlarge the map and zoom in to more specific areas <https://services.buckscc.gov.uk>

