

This policy was updated in July 2021 to be compliant with the Admissions Code which comes into force on September 2021, to expand upon the criteria giving priority to previously looked after children



Admissions Policy 2022/2023

Hylands School



Admissions Policy

2022/2023

PRINCIPLES

Hylands School was built to serve the community in which it is placed. Accordingly, we are a Comprehensive, Community School with a clearly defined catchment area and cater for pupils of all abilities.

PURPOSES

This policy specifies the priority that will be given to pupils applying for a place in the school.

GUIDELINES

Hylands School admits 180 pupils in Year 7. All Year 7 admissions are handled by the Local Education Authority, and we adhere strictly to our admissions policy as follows.

- Looked after pupils will be given priority ahead of all other applications. This is including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- Pupils living in the priority admissions area of the school with a sibling attending at the time of application and admission;
- Children of staff;
- Other pupils living in the priority admissions area;
- Pupils living outside the priority admissions area with a sibling attending at the time of application and admission;
- Remaining applications.

Over subscribed Criteria

The criteria in this section apply to to entry at both phases of the school. When the school is oversubscribed, after the admission of pupil with an Education, Heath and Care plan or a statement of Special of Educational Need needs, naming the school, priority for admission will be given to those children who meet the criteria set out below.

In priority order:



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1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (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)).
2. Siblings in school at the time of proposed entry. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address. [L]
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3. By the straight-line distance from home to school, those living closest being given the highest priority. Distance will be calculated using data provided by the Local Authority's geographical information system.

Exceptional medical circumstances (supported by medical evidence) may override the above.

A Map of the priority admission area is available from the school.

Siblings are as defined by the Local Authority in the Secondary Education in Essex Booklet.

Special Educational Needs Children with Hylands School as the named school on their Educational Health Care Plan will be admitted regardless of criteria.

Applications that are received after the start of the school year will be considered if the applicant has not previously had an application by the school rejected.

Unsuccessful applicants have the right to an independent appeal using the form provided by the Local Authority.

All New Year 7 applications should be made to the Local Authority in the first instance. All other applications should be made directly to the school office.

The Local Authority will keep a waiting list for the first week of the Autumn Term only, and the school will maintain this waiting list for the remainder of the year.



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To enable the process of pupils and parents selecting a Secondary School and to facilitate a smooth transfer from Primary to Secondary school, we will:

- Hold an Open Event during the first part of the Autumn Term each year
- Appointments for small group visits will be given to those unable to attend the Open Event during the Autumn Term
- Liaise with feeder Primary Schools by collecting data from them and visiting pupils at feeder Primary Schools
- Liaise with primary feeder schools to exchange student files
- Brief parents on transfer, school expectations and school systems through a meeting in June prior to their child joining the school
- Offer a summer school that supports a smooth transition and academic progress by developing student confidence and self-esteem
- Have an Induction day(s) for pupils where they will be introduced to school culture and expectations.

Other Policies

All school policies are constructed with regard to the issues of equal opportunities.

Review Date: Annually

Consultation: Every 7 Years (next consultation to be completed before the end of March 2023)