

Determined arrangements for admission to The Sweyne Park School

September 2017

In accordance with the requirements of current legislation, please see below the admission criteria and arrangements The Sweyne Park School will apply to applications for admission.

ADMISSIONS POLICY - SEPTEMBER 2017 ENTRY

Published Admission Number September 2017:	Year 7:	248
	Years 12 & 13:	140

Applications must be made by 31st October 2016 for Year 7 in accordance with the Essex Local Authority co-ordinated scheme. This process is published by Essex County Council in the Secondary Education in Essex booklet.

When applications exceed the number of places we have available, and after the admission of pupils with Statements of Special Educational Needs/Education Health Care Plans where Sweyne Park is named in the Statement, the following criteria will be applied in ranked order:

1. Looked After Children and previously looked after children
2. Children living in the priority admission area with a sibling attending the school
3. Other children living in the priority admission area
4. Children living outside the priority admission area with a sibling attending the school
5. Children of teaching and non-teaching staff who have been:
 - employed at the school for two or more years at the time of application for the school place; or
 - recruited to fill a vacant post for which there is a demonstrable skill shortage
6. Remaining applications.

In the event of over subscription within any of the above criteria, priority will be determined by straight line distance from home to the school, those living closest being given highest priority. Exceptional medical circumstances, supported by medical evidence, may override the above (other than Looked After Children and previously looked after children).

Up to 5 places in each year group are allocated to pupils with hearing impairment who are placed at the school due to its enhanced provision.



Notes:**Looked After Children**

A looked after child, or a child who has been previously looked after but immediately after being looked after became the subject to an adoption, residence or special guardianship order. A looked after child is a) in the care of the local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions.

Priority admission area

Details about the Sweyne Park School priority admission area are available from the school office. There is no guarantee of a place for children living in the priority admissions area.

Waiting list

The school will hold a waiting list from the first week of September and will allocate places as they become available in priority order according to the above over subscription criteria.

Appeals

Parents have the right to appeal against admissions decisions to an Independent Appeal Panel. Information about how to appeal against the refusal of a school place can be found on the refusal letter.

Home address

Applications will be processed on the basis of the home address of the child at the time of application and determination. If the home address changes, proof of an exchange of contracts or copy of a tenancy agreement will need to be provided by 4th January, 2017. The home address is considered to be the address at which the child lives on a permanent basis or is 'ordinarily resident'.

Siblings

A sibling is defined as a child who has a brother, sister, adopted brother or sister or stepbrother or stepsister living in the same family unit in the same family household and address who attends the preferred school in any year group excluding the final year. Biological siblings who attend the school in any year group excluding the final year will also be treated as siblings irrespective of place of residence. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

Late Applications

Applications received after the published closing date will be treated as late applications unless there is evidence to show that the application or amendment could not reasonably have been made on time. Late applications will be given a lower priority and will be dealt with after all on-time applications.

Withdrawal of an offer

If a school place has been secured through the provision of false information, or has been offered in error, the offer may be withdrawn.

Admissions to Sixth Form

The number of external students joining the Sweyne Park Sixth Form will be 15 or until 140 places have been offered in Year 12. Application forms should be returned to the school by the due date.

Admission to the Sixth Form will be determined in accordance with the following criteria:

1. The student must have attained the entry requirements for their course which will be published in the Sixth Form prospectus. The minimum GCSE Point Score of 332 from the student's best 8 GCSE results, with at least grade 5 in English and grade 5 in Maths, are required for Advanced Level entry. A minimum of 280 points is required to follow Vocational Courses.

In the event of over-subscription, the following (in addition to the above) will apply:

1. Looked-After Children and previously looked after children will be given first priority.
2. Proximity of the child's home to the school, on the basis of straight line distance, with those living nearest being accorded the higher priority.