



CROOKHORN COLLEGE

Admissions Policy for the 2017 Year 7 Intake

Date of Policy **January 2016**
Review Date **January 2017**

Admission Criteria

Our admission number for the academic year 2017-18 is 155. The admission criteria that will be used in the event of oversubscription are set out below and are outlined in priority order in the criteria listed below.

Any child whose final statement of special educational needs or education and healthcare plan (EHCP) names Crookhorn College and any child who is a looked after child or child who was previously looked after but was subsequently subject to an adoption, child arrangement, or special guardianship order. (A looked after child is a child who is in the care of the local authority, or provided with accommodation by that authority, in accordance with section 22(1) of the Children Act 1989). A letter from social services confirming the child's status must be provided.

- 1) Children who at the time of application have a brother or sister (including children living as siblings in the same family unit or foster children) in the permanent residence on the roll of this college and who will still be on roll at the time of the sibling's admission.
- 2) Children who attend one of our linked primary schools Berewood Primary School, Mill Hill Primary School, Padnell Junior School, Queens Inclosure Primary School or Springwood Junior School.
- 3) Children who have a medical, physical, or psychological condition which makes it essential that they attend Crookhorn College rather than any other school. (Relevant medical or psychological evidence must be provided in support at the time of the application).
- 4) Children of all staff who have been employed at the College for two or more years at the time at which the application for admission was submitted.
- 5) Children who live closest to the college, based on a straight line from college to the entrance of the property.

If the college is oversubscribed from within any of the above categories, the distance criterion (see 5 above) will be used to prioritise applications. The distance measurement will be that taken measured as a straight line from the college's north gate on Stakes Hill Road 'as the crow flies' to the entrance of the property. Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance.

Admission of children outside their normal age group

Parents can seek places outside their normal age group. Decisions will be made on the basis of the circumstances of each case; parents may be offered a place in another year group at the college.

Procedure for applicants

- 1) The Hampshire County Council Online Application Form should be completed and submitted as per the online instructions no later than 12 o'clock midnight on 31st October 2016. A paper copy of the application form, as well as accessible and translated versions can be obtained by contacting Hampshire County Council's Admissions Team. Guidance on the submission of versions other than the online form should be sought from Hampshire County Council's Admissions Team. The decision to offer a place at the college will be based on the Crookhorn admission criteria, as outlined above, and on applications received by the aforementioned date. Notifications to parents offering a secondary school place will be sent by Hampshire County Council on 1st March 2017. Applications made after 31st October 2016 will be considered after all on time applications have been fully processed unless exceptional circumstances merit consideration alongside on-time applications.
- 2) The college will operate the equal preference system in the allocation of places. All preferences will be considered at the same time and ranked in accordance with the admissions criteria.
- 3) The names of late and unsuccessful applicants will be placed on a waiting list and parents will be informed if and when a place becomes available. The waiting list will be updated annually in September; when parents with a child on the waiting list will be contacted and their place reviewed, each time a child is added to or removed from the waiting list and when a child's changed circumstances will affect their priority.

Vision and aims of the College

Parents should be aware that an application for a place at Crookhorn brings with it an acceptance of and agreement with the ethos of the college in accordance with the Four Cornerstones and the College Code.

Appeals

Parents seeking admission for their child, who do not secure a place, have the right to appeal to an independent appeals panel. Details will be dispatched on receipt of a written request for appeal. The cut-off date for receipt of appeals will be midnight on the 15th April 2017.

Permanent Residence

The child's permanent residence is where they live, normally including weekends and during school holidays as well as during the week and should be used for the application. The permanent address of children who spend part of their week with one parent and part with the other, at difference addresses, will be the address at which they spend most of their time.

Background information

The college prospectus giving information about the college and details on admissions procedures is published annually in September. We welcome visits by interested parents to the college at the annual open evening. There are also opportunities to visit the college during the day by appointment.

Arrangements for admission are determined by the governing body, which is the accredited admission authority for the college.

This policy takes into account all of the relevant legislation, including legislation on sex discrimination, race relations and disability, together with all relevant regulations and the School Admissions Code (DfE 2012).

Siblings

The term sibling is defined as: the children of parents who are married or cohabiting, where the parents and children are living permanently at the same address as one family. It may also be applied to situations where a full or half brother or sister are living at separate addresses, or to foster children.

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