



## To Aspire, Endeavour and Thrive Together

### **Glossopdale School Admissions Policy**

As an academy, Glossopdale School is its own Admissions Authority. However Glossopdale School participates in the Derbyshire County Council system and the scheme is administered by the County Council on behalf of the academy.

From September 2022, the Pupil Admission Number for Glossopdale School is 240 (200 for previous years) students per year group. Students will be admitted at the age of 11 without reference to ability, aptitude or religious faith according to the criteria for admissions in order of priority which is detailed below:

- Pupils who have a statement or an Education, Health and Care (EHC) plan which names the school will be admitted if the Headteacher believes the child's needs can be met by the College

#### **Oversubscription criteria**

1. Looked after children and children who were looked after but ceased to be because they were adopted (or became subject to a residence order or special guardianship order).
2. Children living in the normal area served by the school at the time of application and admission who have brothers or sisters attending the school at the time of application and admission
3. Children living in the normal area served by the school at the time of application and admission
4. Children not living in the normal area served by the school but who have brothers or sisters attending the school at the time of application and admission
5. Other children whose parents have requested a place
6. When in the case of 2, 3, 4, or 5 above, choices have to be made between children satisfying the same criteria, those children living nearest to the school (measured by a straight line distance from home to school) will be given preference.

#### **Process of Entry into Year 7**

Application forms are distributed by Derbyshire County Council and should be returned to them by 31st October in the year prior to admission by one of the following methods:

- Apply online — [Derbyshire Admissions](#)
- Apply by phone. Ring Derbyshire County Council on 01629 533190. The call centre is open between 8am and 8pm, Monday to Friday, and Saturdays 9.30am to 4pm. • If for some reason you are unable to make an application online, please ring the Admissions and Transport Team on 01629 537479.

Make sure your application is in by midnight on 31st October.

#### **Tie Breaker**

If after applying all the admissions criteria and the distance tie breaker, there are more applications than places available, a Random Allocation will be used



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### **Appeals**

In the event of a place being unavailable, an Appeal procedure is available. Appeal forms may be obtained from the Admissions and Transport Team at Derbyshire County Council or via our website.

The completed form should be returned to the Admissions and Transport Team at Derbyshire County Council who will pass them to the academy. Appeals are heard by an Independent Appeals Panel, but organised by the academy. Appeals are heard as soon as reasonably possible after the refusal of a place, but normally within 30 school days of being lodged.

### **Fair Access**

A place may be available under the Fair Access Protocol whereby a student meeting Criteria 3 who has been refused a place because one is not available in the year group may be admitted if the nearest secondary school to their home which has a place available is more than 8 miles away.

### **Waiting List**

Under the co-ordinated scheme, the LA will maintain a waiting list for Year 7 intake until the end of the autumn term. The academy will continue to maintain a waiting list for subsequent terms. Applications for inclusion on a waiting list must be made on the academy's appropriate form and they will be ranked according to our oversubscription criteria as described above. We have to admit any student who is admitted through the appeal process. We may also have to admit any student who is the subject of a 'direction' by the LA or allocated to us according to the local Fair Access Protocol and any such students take precedence over the waiting list. The academy does not maintain waiting lists for "full" year groups.

### **In Year Admissions**

Admissions mid-year for any year group, and for Year 7 after the end of the Autumn term, will be dealt with in accordance with this policy and will be administered by the academy. An application form may be obtained online at [www.derbyshire.gov.uk/admissions](http://www.derbyshire.gov.uk/admissions).

### **Admission of Children Outside their Normal Age Group**

The Schools Admissions Code states that parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented, or has experienced problems such as ill health.

Where a parent is requesting a place for their child which is outside their normal age group, Glossopdale School will make a decision whether or not to admit the child by taking into account the circumstances of the individual case, and what will be in the best interests of the child. This will include taking account of the parent's views, reviewing information about the child's academic, social and emotional development, their medical history and the views of a medical professional (where relevant), and taking into account whether the child has been previously educated out of their normal age group.

Decisions on such matters will be at the discretion of the Headteacher.