

## Oasis Academy Lister Park

### **THE ARRANGEMENTS FOR THE ADMISSION OF PUPILS TO OASIS ACADEMY LISTER PARK – 2019**

#### **General**

1. The admission arrangements for Oasis Academy Lister Park will be separate for Year 7 (main school) and Year 12 (Post-16). The academy offers a balanced curriculum and is fully inclusive. The Post-16 provision includes a wide range of both academic and vocational courses to suit a broad range of individual needs. However, this may not be suitable for all entrants (either in ability or in the range of subjects available).
2. Oasis Academy Lister Park will participate in the co-ordinated admission arrangements operated by Bradford MDC, the local authority (LA), for this year (2019), its first as its own admissions authority and will participate in such arrangements operated by the LA in subsequent years.

#### **Academy admissions**

3. The Academy's admissions arrangements will comply with the School Admissions Code and the SEN Code of Practice, taking into account Part 4 of the Disability Discrimination Act (DDA) 1995, as amended by the Special Educational Needs and Disability Act 2001.
4. The annual admissions number for Year 7 students will be 160. Admissions into other year groups will be dealt with on an individual basis taking into account the available spaces and any waiting list that is in place, in conjunction with the over-subscription criteria.
5. The school will have a non-selective intake in line with requirements set out in '*The Law: Equity and Fair Access in School Admission Arrangements*' and actively encourages applications from all backgrounds, cultures, abilities and faiths.

#### **Consideration of applications**

6. The Academy Trust will consider all applications for places at Oasis Academy Lister Park. Where fewer than the published admission number(s) for the relevant year groups are received, the Academy Trust will (subject to paragraph 9) offer places at Oasis Academy Lister Park to all those who have applied.

#### **Procedures where Oasis Academy Lister Park is oversubscribed**

7. Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below. After the admission of pupils with statements of Special Educational Needs where Oasis Academy Lister Park is named on the statement, the criteria will be applied in the order in which they are set out below:
  - a. Looked after children or children who were previously looked after but ceased to be so because they were adopted or became subject to a residence or special guardianship order.

- b. Children who have **exceptional** social or medical needs, supported by a written recommendation from the child's paediatrician/consultant or professional from Children's Services. The letter **must** explain why the school is the only suitable school to meet the child's needs and why no other school could provide the appropriate support.
- c. Children whose home address is in the school's priority admission area who have a brother or sister, attending from the same address, who are at present in Years 7 – 10 and who will still be attending the school at the time of admission (in-area siblings).
- d. Other children whose home address is in the school's priority admission area.
- e. Children whose home address is outside the school's priority admission area who have a brother or sister, attending from the same address, who are at present in Years 7 – 10 and who will still be attending the school at the time of admission (out-of-area siblings).
- f. Other children whose home address is outside the school's priority admission area.

### **Tie Break**

When demand exceeds places in any of the above criteria, the distance between the child's home and school, measured by a straight line distance from the Ordnance Survey address point of the home to the main entrance to the school building, will be used to decide who is given a place; those living nearest being given the available places. Where the offer of places to applicants with equi-distant addresses would lead to oversubscription, the decision of who will be offered the place will be made by random selection.

### **NOTES**

1. A 'looked after child' is a child who is in the care of the local authority, or being provided with accommodation by a local authority in the exercise of their social services functions (as defined in the Children Act 1989).
  2. The term 'sisters' and 'brothers' refers to children who live with the same family at the same address. Children living with the same family e.g. foster, adopted children and step-sisters and brothers are also included.
  3. 'Home address' refers to the child's permanent home at the date of admission. Where the child lives with parents with shared responsibility, it is for the parents to determine which address to use when applying for a primary school. Proof of residency may be required at any time during or after the allocation process.
  4. Twins or triplets – where a family of twins or triplets request admission and only one of the siblings can be offered a place, the remaining siblings will also be offered places above the admission number.
8. In line with Schedule 27 paragraph 3 of the Education Act 1996: "Parents may express a preference for the maintained school they wish their child to attend", our admissions policy will accommodate all students that express a wish to attend our school and a final

Statement of Educational Needs which names our school even if the later exceeds our student admission numbers.

9. Oasis Academy Lister Park will not admit students who have been excluded from two previous schools.

### **Post- 16 Admissions**

10. The annual admissions number for Year 12 students will be 120.
11. Admissions to courses in Year 12 will be based on a course by course basis whereby the student will need to have demonstrated, through the KS4 results, that they have the aptitude to study the chosen course.
12. Year 11 students currently on roll at the academy may proceed to Year 12 where they meet the specified entry requirements. The requirements for entry to Year 12 will be published annually in the Post-16 prospectus.
13. Students not currently on the roll of the academy who wish to join Year 12 must complete the required application form and return it to the academy by the specified date.

### **Consideration of applications**

14. The Academy Trust will consider all applications for places in Year 12 at Oasis Academy Lister Park Where fewer than the published admission number for Year 12 are received from students who have demonstrated the required aptitude for the courses chosen, the Academy Trust will (subject to paragraph 9) offer places in Year 12 to all those who have applied.

### **Procedures where Post-16 provision is oversubscribed**

15. Where the number of applications for admission to Year 12 is greater than the published admission number, applications will be considered against the over-subscription criteria set out in paragraph 7 above. After the admission of pupils with statements of Special Educational Needs where Oasis Academy Lister Park is named on the statement, the criteria will be applied in the order in which they are set in that paragraph.

### **Appeals Procedures**

16. The Academy Trust shall ensure that parents and 'relevant children' will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy Trust. The Independent Appeal Panel will be independent of the Academy Trust. The arrangements for appeals will comply with the School Admission Appeals Code published by the Department for Education. The determination of the appeal panel is binding on all parties.
17. The Academy Trust shall prepare guidance for parents and relevant children about how the appeals process will work and provide them with a named contact who can answer any enquiries they may have about the process. The Academy Trust will recruit, train and appoint appeal panel members, and to arrange for the process to be independently administered and clerked.

18. In paragraphs 16 and 17 above, 'relevant children' means:
  - a. in the case of appeals for entry to a Year 12, the student, and;
  - b. in any other case, children who are above compulsory school age, or will be above compulsory school age by the time they start to receive education at the school.
  
19. Appeal hearings are heard by an Independent Appeal Panel of three to five members of the public. Parents can only make one appeal for each school that does not offer a place. If more than one school declines to admit the child, the parents can make separate appeals. The Academy Trust must write to parent at least ten school days before the hearing to confirm the date. Organisations like the Advisory Centre for Education (ACE) can give you advice on preparing your case.

### **Waiting List**

20. Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme, the Academy will operate a waiting list for each year group. Where in any year the Oasis Academy Lister Park receives more applications for places than there are places available, a waiting list will operate until the final term of the school year. This will be maintained by the Academy Trust and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

*Note: The Admissions Code only allows waiting lists to begin to offer places once local co-ordination ends or once all children applying – before 1 March - for a place through the area's co-ordinated scheme have been offered a place, whichever is latest.*

21. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraph 7 above. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

### **Arrangements for admitting pupils to other Year Groups, including replacing any pupils who have left Oasis Academy Lister Park**

22. From 2013/14 and in all subsequent years there is no requirement for the LA to coordinate in-year applications and for applications for year groups other than the normal point(s) of entry. However, the LA must provide parents with:
  - ✓ information about how in-year applications can be made;
  - ✓ information about how they will be dealt with;
  - ✓ information about the places available in all schools within its area;
  - ✓ a suitable form to complete when applying for a place for their child at any school for which it is not the admissions authority.
  
23. On receipt on an in-year application for admission the Academy Trust will notify the LA of the application and, once dealt with, its outcome. The Academy Trust will consider all such applications and if the year group applied for has a place available will, subject to the condition set out in paragraph 9, admit the child. If more applications are received than there are places available, the oversubscription criteria in paragraph 7 shall apply. Parents whose application is turned down shall be entitled to appeal.

24. The Academy Trust will comply with the requirements of the Fair Access Protocol established by the LA to ensure that, outside the normal admission round, unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. Whilst recognising that it has no duty to comply with parental preferences when school places are allocated through the Fair Access Protocol, the Academy Trust will cooperate fully with the LA in its operation.