

## United Learning Admissions (Academies)

### Policy Statement

United Learning welcomes children of all faiths, cultures, races and family backgrounds to our schools and will admit a child with a disability, as long as both parents and school conclude that we can make appropriate provision for the child's specific needs. We will also take reasonable steps to avoid putting disabled pupils at a substantial disadvantage in matters of admission.

Each of our schools have their own detailed admissions and entry policy and procedures which reflect the school's local circumstances. Each school's admissions policy has regard to the School's Admissions Code (February, 2012) the School's Admissions Appeal Code, (February 2012) and other relevant legislation. Individual school policies are available on each school's website or via the main school office.

United Learning academies will consider all applications. Where the number of applications received is fewer than the school's Published Admissions Number (PAN) in respect of any one year group, the academy will offer places to all those who have applied unless the application is defined as an exception.

Students with a statement of special educational needs that names an academy in the statement will be given priority over other admissions, to that academy.

### Over-Subscription

If the number of applications for admissions is greater than the school's PAN after allocating places to those with a statement of special educational needs, places will be allocated in accordance with the following criteria applied in the order in which they are set out below:

1. Students who are, or were previously, in public care (looked after children)
2. Students with significant specific medical, social or special educational needs which are not covered in a statement of special educational needs
3. Students with a sibling or siblings who will be attending the academy on the date when the applicant would be admitted. The term sibling means a full, step, half, adopted or fostered brother or sister, but not cousins. United Learning academies reserve the right to ask for proof of relationship.
4. Students who live the nearest distance to the academy.

If in any year an academy receives more applications for places than there are places available, the Academy will operate a waiting list until a month after the admission date. It is open to any parent to ask for his or her child's name to be placed on the waiting list following either an unsuccessful application or an unsuccessful appeal. The child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above. Where places in the academy become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria

Parent(s) have the right of appeal to the academy's Independent Appeal Panel if they are dissatisfied with an admission decision of the academy.

United Learning is committed to ensuring that the admissions register is maintained in accordance with Education (Pupil Registration) (England) Regulations 2006.

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United Learning is committed to ensuring that the application of this policy is non-discriminatory in line with the *UK Equality Act (2010)*. Further details are available in the United Learning *Equal Opportunities* policy. This policy is applicable to all members of the United Learning community and is available to all interested parties on the BiE Cloud. This document is reviewed annually or as events or legislation requires.

This policy should be read in conjunction with the following United Learning documents: *Equal Opportunities; Behaviour, Rewards and Sanctions; Exclusions; Complaints*.

## Procedure

Each United Learning Academy is responsible for ensuring that there is a school based policy statement and a set of procedures which make clear how the school effectively implements this United Learning policy in their local context and meets relevant regulatory requirements.

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