

United Learning Admissions (Academies) Policy

Policy Statement

1. General Admissions

- 1.1. United Learning welcomes children of all faiths and none, cultures, races and family backgrounds to our schools. We welcome children with a disability, as long as both parents and school conclude that we can make appropriate provision for the child's specific needs.
- 1.2. Each of our schools has their own detailed admissions and entry policy and procedures which reflect the school's local circumstances and their funding agreement with the Department for Education.
- 1.3. Each school's admissions policy has regard to the School Admissions Code (December 2014), the School 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.
- 1.4. United Learning academies will consider all applications that meet its admissions criteria. 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 under the School Admissions Code.
- 1.5. 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.

2. Over-Subscription

- 2.1. 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 criteria set out in each school's individual admissions policy.
- 2.2. Each school's admissions policy will also include an effective and fair tie-breaker to decide between two applicants that cannot otherwise be separated.
- 2.3. 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 in the school's own admissions policy. Where places in the academy become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.
- 2.4. 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. Information about admission appeals can be found here: www.gov.uk/schools-admissions/appealing-a-schools-decision.

3. In-year admissions

- 3.1. Since September 2013, academies have been able to accept in-year admission applications directly from parents. All United Learning academies will say on their websites and in their individual admissions policies if they are accepting in-year admissions and how they will decide them.
- 3.2. All our academies participate fully in locally agreed fair access protocols - www.gov.uk/government/publications/fair-access-protocols-in-school-admissions.

4. Changing Admissions

- 4.1. Each of our schools will consult when admission arrangements are changed or if they have not been consulted on within the last 7 years. For entry in 2017 and each subsequent academic year thereafter, schools will consult for a minimum of 6 weeks.
- 4.2. United Learning schools are committed to ensuring that the admissions register is maintained in accordance with Education (Pupil Registration) (England) Regulations 2006.

5. Procedure

- 5.1. 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.
- 5.2. 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.

Owner	Northern Secondary Improvement Team
Department responsible	Northern Secondary Improvement Team
United Learning Independent Schools/Academies/Both	Academies
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