



Rugby Free

Secondary School

ADMISSIONS POLICY 2018-19

Approved and adopted by Governors - January 2017
Person responsible – Headteacher



Introduction

Rugby Free Secondary School is an 11-19 secondary school established via the free schools programme. It aims to provide a high quality education for local students and prepare them for higher education or employment in a safe, welcoming and stimulating environment. It is a non-fee paying co-educational school open to children of all abilities from all backgrounds. The curriculum has a STEMM focus, which means that the curriculum will be broad and balanced but with an emphasis on Science, Technology, Engineering, Mathematics and Music. The school website at www.rugbyfreesecondary.co.uk provides a rationale for our school's STEMM specialism. Our inclusive admissions process will at all times be open, transparent and fair, and will meet the requirements of the national Schools Admissions Code, the Appeals Code and admissions legislation.

PAN and Oversubscription Criteria

The published admission number is 180 places in each year of entry into Y7 from September 2016. The school will admit up to this number each year to six forms and when full the school will have 1,260 pupils on roll including 360 in the sixth-form (details of admission to the sixth-form in Y12 will be made available separately on the school website www.rugbyfreesecondary.co.uk).

In accordance with the law, children with statements of Special Educational Need or with an Education Health and Care Plan will be admitted to the school where the Local Authority has specifically named Rugby Free Secondary School as the most appropriate placement.

In the event of there being greater demand than there are places available to the school, places will be offered using the following oversubscription criteria in keeping with the Admissions Code:

1. Looked After Children and Previously Looked After Children. This category includes children in the care of the Local Authority as defined in the Children Act 1989 or children who have previously been looked after and immediately after being looked after became subject to adoption, residence or a special guardianship order. Applications made under this criterion must be accompanied by details of circumstance and professionally supported evidence.
2. Children with a sibling at the school at the time of admission. The term 'sibling' includes an adopted, half or step child permanently living in the same family unit or a foster child permanently living in the same family unit whose place has been arranged by the social service department of the Local Authority.
3. Where the child is the son / daughter of a permanent member of staff at Rugby Free Secondary School, who has been employed for a period of more than two academic years at the time when the application is made.



4. A child subject to a Child Protection Plan for whom Rugby Free Secondary School is their nearest school.
5. Children attending Rugby Free Primary School as a named feeder school.
6. Proximity to the school. This will be measured in a straight line from the Address Point of the child's home (OS Address Point) to the Address Point of the school site using GIS software.

Notes

1. A child looked after is a child in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989. An adopted child is defined by section 46 of the Adoption and Children Act 2002. A residence order is defined by section 8 of the Children Act 1989. A special guardianship order is defined by section 14A of the Children Act 1989.
2. Proximity of the child's home to the school, with those living nearer being accorded the higher priority, will also serve to differentiate between pupils in criteria 2 and 3 if there are more applicants than available places under each criterion. Proximity to the school will be measured in a straight-line measurement. Applicants will be prioritised by distance (starting with the nearest). For the purpose of calculating distances, GIS software will be used.
3. Blocks of flats are treated as one address. In blocks of flats, where applicants have identical distance measurements, priority amongst them will be determined at random by an independent person of good standing drawing lots in a supervised process, see below (**Tie Breaker**).
4. For families living on boats, distance will be measured from the authorised mooring point. If the family is itinerant, the mooring point will be that used on the closing date for the receipt of applications.
5. Where parental responsibilities are equally shared, the home or residential address will be considered to be with the parent/carer with whom the child spends the majority of time and nights Monday to Friday. This will normally be expected to be with the parent/carer that receives any Child Benefit. This address must be used for all preferences.
6. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings. Proof of the sibling relationship will be required.
7. In cases of multiple births where there is only one place available, and the next child on the list is a twin, triplet, or other example of multiple birth, we would admit both twins (and all the children in the case of other multiple births) even if this meant exceeding the agreed PAN for that year group.



Tie Breaker

In the event that two or more children live at the same distance from the school, the tie breaker will be random allocation, where the drawing of lots by a member of the Warwickshire Admissions Team (in the presence of an independent responsible person of good standing) will be used to decide the allocation the remaining place(s).

Waiting List

Unsuccessful applicants (including any applications received after the closing date) will be included on the school's waiting list ranked in order of priority under the published oversubscription criteria, without regard to the date that the application was received. Please note a child's position on the waiting list can go down as well as up. For example, if a new application is received which meets higher priority selection criteria, the waiting list may need to be revised. The offer of a place does not depend on the length of time on the waiting list. Waiting lists will be held for one school year after the Year of entry, unless parents specifically request to have their child's name remain on the list.

Appeals

Parents who are not offered a place for their child have the right to appeal the decision. Appeals are administered by Warwickshire County Council and can be lodged at:

<http://www.warwickshire.gov.uk/schoolappeals>

In Year Admissions

For in year admissions, parents/carers must apply to their local authority on the In Year Common Application Form. Applications will be considered in accordance with above oversubscription criteria. In the event that it is not possible to offer a place the waiting list and appeals procedures described above will apply.

In-Year Fair Access Protocol

Rugby Free Secondary School participates in the Warwickshire In-Year Fair Access Protocol.

Consultation

Governors recognise their duty to consult annually with the Local Authority and with other schools within the Local Authority regarding admissions arrangements, at which time this policy will be reviewed.