



Lydiard Park Academy Admissions Policy

Admissions Arrangements for Sept 2020 entry

Lydiard Park Academy is part of The Park Academies Trust, which means the Board of Trustees has overall responsibility for the academy's admission policy but the academy's own Local Advisory Board is responsible for making arrangements to implement the policy. Swindon Local Authority has been commissioned to administer all Year 7 admissions for the academy. Year 12 admissions are administered by the academy itself.

Lydiard Park Academy is focused on achieving the highest possible results with each child, regardless of ability. The academy has a flexible curriculum offering a range of courses in each curriculum area, thereby allowing each child to follow a course commensurate with their ability in that subject. As well as offering challenging courses in each curriculum area, the academy has special programmes for pupils who are academically gifted and/or have particular talents relating to sport. The school's published admission number (PAN) is set at a level that allows the academy to maintain a favourably low average class size.

Students are admitted to Lydiard Park Academy at age 11 without reference to ability or aptitude. Students are admitted to Lydiard Park Academy Sixth Form according to our entry requirements (listed below).

Part 1 - Admissions into Year 7, September 2020

Admissions Procedure

Applications must be made through the Local Authority's Coordinated Scheme and all instructions and deadlines in the scheme should be adhered to by applicants. Late applications are dealt with in accordance to the scheme procedures.

Full details of the scheme can be found on their website at www.swindon.gov.uk

Published Admissions Number (PAN)

The published admission number of children aged 11 for the academic year commencing on 1st September 2020 will be 224.

Oversubscription Criteria

When applications for admission exceed the number of places available in any year group the following oversubscription criteria will be applied in the order set out below, to decide which students to admit:

A child who has a Statement of Special Educational Needs will be admitted to the school named on the child's statement.

1. A 'Looked After Child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. A Looked After Child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services function defined by Section 22 (1) of the Children Act 1989.
2. Any child who has a sibling attending the school at the time of admission.

3. Children that live within the catchment area for Lydiard Park Academy.
4. Children that do not live within the catchment area for Lydiard Park Academy.

Decider

In all cases where the academy is oversubscribed, distance measured as a straight line will be used to prioritise applications within the over-subscription criteria. If the direct distance does not separate applicants, places will be offered by random allocation. The random process will be repeated and any previous random order will be discarded. In the case of multiple births the Local Advisory Board of Lydiard Park Academy may decide to admit all children.

This oversubscription criteria listed above will continue to be used to allocate any places that become available for in year admissions.

Definitions and Details

Sibling

Sibling refers to a child who has a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent/carer's partner where the child for whom the academy place is sought is living in the same family unit at the same address as the sibling who is attending Lydiard Park Academy at the time of admission.

Catchment Area:

A catchment area is a geographical area set around the academy from which children are admitted. A map of this area is available for inspection by parents at the academy and on the academy website. It is also attached below as Appendix 1. Priority is given to those living in the catchment area closest to Lydiard Park Academy. This distance is measured as a straight line from the centre point of the academy site to the centre point of the child's home address.

(If there is a joint address please see the Home Address section below to determine which address will be used.)

Looked After Child

A Looked After Child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services function defined by Section 22 (1) of the Children Act 1989. This also applies to a 'Looked After Child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. If children have ever been Looked After or Adopted or subject to a residency or special guardianship order evidence would need to be provided.

Home Address

The home address given on the application form must be the address where the child resides for most of the week with his or her parent or carer. The academy will not accept more than one address as the child's home address. The terms of a residency order may clarify the home address. Where necessary to determine which address to recognise and in the absence of a residency order, the academy will consider the home address to be with the parent with primary day to day care and control of the child. In reaching this decision, evidence may be requested to show the address to which any Child Benefit is paid and from which the child is registered with a medical GP. Any other evidence provided

by parents will also be considered in reaching a decision on the home address for admissions purposes. This may be necessary for instance where parents do not agree on the child's home address.

Waiting List

If your child has been refused a place at Lydiard Park Academy, he or she will automatically be placed on the academy's waiting list. Names can only be removed from the list if a parent has requested that we do so or if a place has been offered. Placing a child's name on a waiting list does not affect the parent's right of appeal against an unsuccessful application. Please note that waiting lists are created according to the over-subscription criteria and no preference is given to the amount of time spent on the list. Your child could move down the list as a result, as well as up. The Local Authority will keep a waiting list for each year group for one academic year.

Late Applications

The closing date for applications is the 31st October 2019. Applications may be submitted after this date but they will be considered as late application, which means they will not be considered until all the on time applications have been considered. The LA will endeavour to deal with late applications before the offer date, but it may not be possible to do this in every circumstance.

Children with Special Educational Needs (SEN)

Pupils with a statement of special educational needs at the time of allocation are required to be admitted to the school named on their statement. Once a statement reaches the formal proposed stage the administration of the admission of the young person becomes the responsibility of Special Educational Needs Assessment Team (SENAT) at which point this policy ceases to apply.

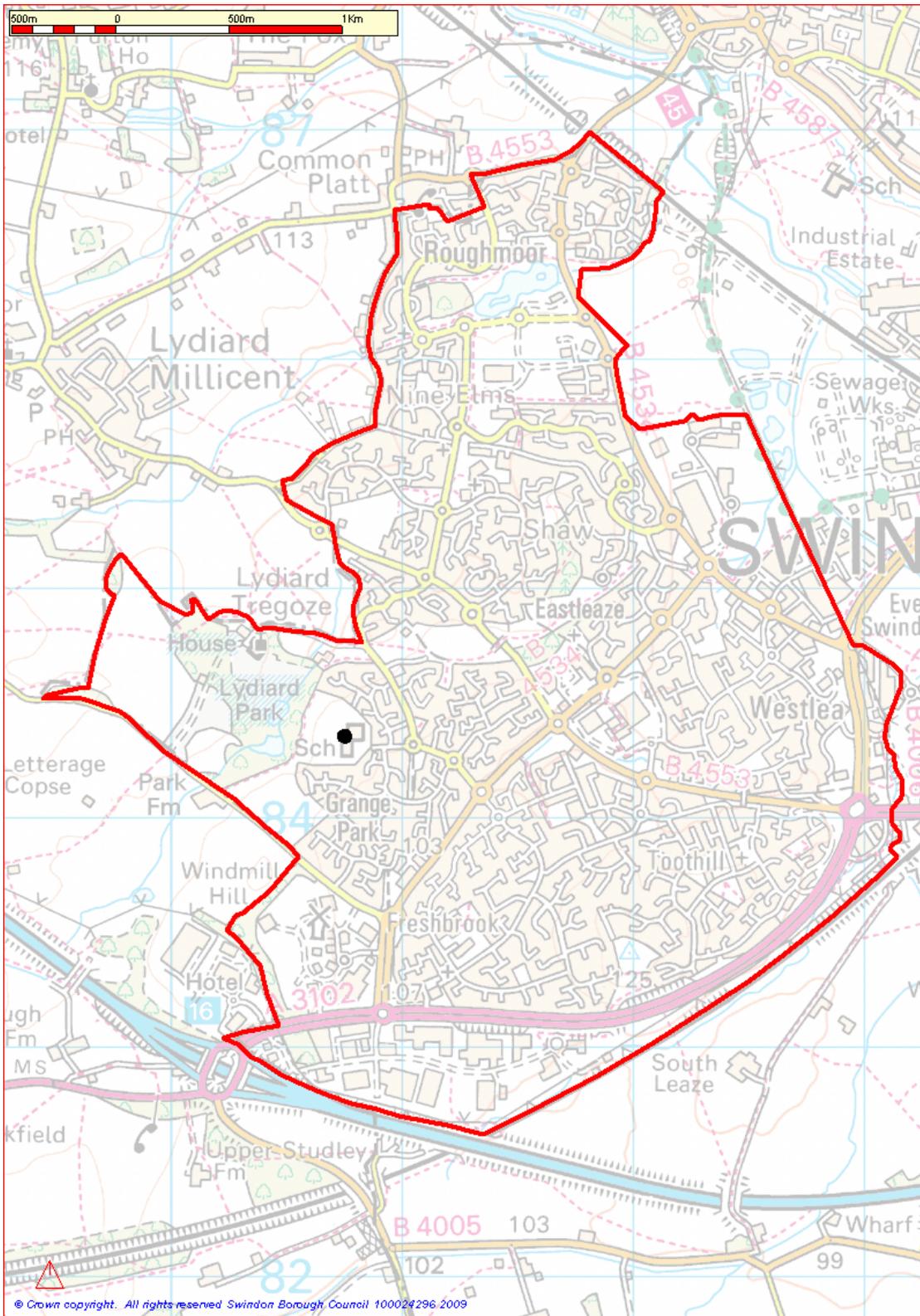
Appeals Procedure

Any child who is refused a place at the academy has the right to appeal against this decision to an independent panel. Parents wishing to appeal will need to complete an appeal form, available from the Local Authority and return this to them once completed. The Local Authority will then arrange for an independent panel to consider the appeal.

Fair Access Protocol

Lydiard Park Academy recognises the Local Authority's Fair Access Protocols and will adhere to these.

Appendix 1: Lydiard Park Academy Catchment Area
September 2020



Part 2 - Sixth Form Admissions to Lydiard Park Academy, September 2020

Administration for admissions to the sixth form is the responsibility of the Head of Sixth Form and the Principal. Any queries regarding sixth form admissions should be directed to the academy at the usual contact address.

The capacity for the sixth form will be set at 250 places (as a total of all Sixth Form students).

Year 11 students already on roll at the academy (internal applicants) who decide to stay for sixth form level studies and meet both the general and minimum entry requirements (below) will remain on roll. This will leave a variable number of places for students from outside of the academy (external applicants) according to how many spaces are left unfilled. All students will also need to meet both the general and minimum entry requirements below.

External applicants will be admitted into the academy sixth form at the start of the autumn term in each academic year although there may be some occasions when the students transfer during the academic year.

The Application process

Application for admission to the sixth form must be made via the application process which will be detailed in the 2020/21 prospectus available from the end of October 2019.

A student will only be admitted to the sixth form of the academy provided they meet the general admission criteria as well as the minimum entry requirements for their choice of courses.

Minimum entry requirements

Places in Year 12 will be offered on the basis of students obtaining the appropriate grades, as predicted in Year 11. Offers made are provisional on students attaining the entry requirements, and subject to availability of places in the appropriate pathway, courses and classes.

Our minimum entry requirements for level 3 ('A' level or equivalent) courses are that students hold at least four Band 5 grades at GCSE (or equivalent) in at least 3 different subjects. Certain subjects may only accept students who have achieved a GCSE Band 6 or above in their subject. Details of the minimum entry requirements for each course will be clearly published in the Sixth Form Prospectus. All those seeking admission to the Sixth Form must achieve the necessary grades for access onto the courses they have chosen.

General admission criteria

Students must be able to demonstrate appropriate nationality or residency entitlements to be eligible for funded education in a UK maintained school.

Students are only eligible to study at Lydiard Park Academy Sixth Form if they are on a full-time course, as defined in the Sixth Form Prospectus.

Lydiard Park Academy is unable to admit external students into the Sixth Form if they are Year 14 students or have already completed two years of Sixth Form education at other institutions.

Applicants must be under 19 years of age at the start of their programme of study.

Offer of places

An offer of a place at Lydiard Park Academy is not a guarantee that a student will be admitted into the Sixth Form or that courses selected on the application form will definitely be available.

Oversubscription criteria

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

- i. students looked after by the authority;
- ii. students who have siblings at Lydiard Park Academy. Siblings are defined as brothers or sisters (including step brothers and sisters) living at the same address as their primary place of residence; and
- iii. students who live closest to the respective academy in a straight line distance.

Waiting List

Applications that meet the entry criteria will be placed on the Waiting List. Each child added to the list will result in the list being re-ordered in line with the above oversubscription criteria.

Appeals

Any student refused a place at the academy sixth form has the right of appeal to an independent appeals panel.

False information

Any place offered on the basis of a fraudulent or intentionally misleading application, e.g. giving a false address, will be withdrawn. It is for the parents or carer to satisfy the Lydiard Park Academy Trust Board of their circumstances, as they apply to the admission criteria at the time of application.

Timetable for admissions

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| • Open Evening | November 2019 |
| • Student to complete application form | December 2019 |
| • Interview and conditional places offered | January 2020 |
| • Sixth form induction | 22nd, 23rd, 24th June 2020 |
| • Publication of GCSE results | 20th August 2020 |
| • Academy agrees/refuses the admission | August/September 2020 |
| • Decision communicated to parents/carers | September 2020 |
| • Independent appeals | September 2020 |

Late Applications and Transfers

Late applications will be considered up to the end of the second week of the autumn term.

Where an application is received on behalf of a student who has moved into the area during the academy year it will be considered in accordance with the minimum entry requirements and oversubscription criteria.

The right of appeal will also apply to late applications and transfers.

Induction Period

Students entering the sixth form are not considered to be fully on-roll until they have completed an induction period of the first term. This is to ensure that students are on suitable courses and that their approach suggests they will be successful.

Changing courses

Whilst the school aims to be flexible where possible, changing courses inevitably means missed learning and some disruption to teaching. Consequently courses can only be changed if:

- * the course change is completed within the first six weeks of the school year *and*
- * a student is recommended to change by a department because they are unlikely to be successful on their original course choice *or*
- * it becomes evident that a change in career aspirations necessitates a change in course, and this change is agreed in meetings with the student's parent/s or guardian.