

## Admissions Policy 2018-19



## 1. Introduction

This document sets out the admission arrangements for Oasis Academy Watermead, throughout this document referred to as “the Academy”. Oasis Academy Watermead is a fully inclusive Academy accepting children of all abilities, of faith and no faith.

## 2. Admission Number:

For 2018-19 and subsequent years the Academy has an agreed admission number

of: **60 full time pupils for year Reception**

**Nursery** - the Academy has 52 part-time places for 3/4 year olds in the Nursery department. The Nursery school day will be split into a choice of session arrangements. **26** children can be accommodated in each session. A place in the nursery class does not automatically qualify children for a place in the Academy’s Reception class. To apply for a nursery place, please see the **nursery admissions policy**.

The Academy will accordingly admit this number of pupils each year if there are sufficient applications. Where fewer than the published admission number for the relevant year group are received, the Academy Trust will offer places at the Academy to all those who have applied.

## 3. Application process

Applications for places at the Academy will be made in accordance with 2012 Schools Admission Code and will be made on the Common Application Form provided and administered by the LA on behalf of Oasis.

The admission arrangements for the Academy in 2018-19 comply with the requirements of the statutory Admission Code of Practice. Its admission arrangements include the oversubscription criteria and other detailed information that explains how Oasis manages this function.

The Academy supports and reflects Sheffield LA’s Admissions arrangements for 2017-18 as this operates under the provisions of the statutory Admission Code of Practice, which aims to provide local communities with a greater voice when it comes to issues such as school places and the types of schools they want for their children.

Oasis Academy Watermead fully participates in Sheffield City Council’s co-ordinated scheme for the allocation of school places in the normal admissions round. Nevertheless, Oasis Academy Trust is still responsible for considering the applications and ensuring that

Oasis Academy Watermead Admission Arrangements are compliant with the School Admissions Code.



Admissions for the Academy are co-ordinated under the Common Application Form via Sheffield City Council. If you are a parent or carer and wish to apply for a place at Oasis Academy Watermead for the following September, you will need to complete the Common Application Form via the Local Authority Website:

<https://www.sheffield.gov.uk/education/information-for-parentscarers/pupil-admissions/primaryschool/primary-application-forms.html>

#### **4. Consideration of applications**

The Academy will consider all applications for places. Where fewer than the published admission number(s) for the relevant year groups are received, the Academy will offer places to all those who have applied.

#### **5. Oversubscription criteria**

The oversubscription criteria for the Academy is in line with the Schools Admission Code 2012. Where the number of applications for admission is greater than the published admission number, applications will be considered by the Academy against the criteria set out below. After the admission of students with an Education, Health and Care plan or statement of special educational needs naming the Academy, the criteria will be applied in the order in which they are set out below:

In the event of oversubscription places will be offered in the following order of priority:

##### **(i) Priority One**

###### **Looked After or Previously Looked After Children**

The highest priority **must** be given, to children who are looked after (LAC) and previously looked after children:

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 functions (see the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school.

A "previously looked after child" is a child who:



- a) Ceased to be looked after because they were adopted (under the terms of the Adoption and Children Act 2002 Section 46 (adoption orders)), or
- b) Became subject to a residence order (under the terms of the Children Act 1989 Section 8 - an order settling the arrangements to be made as to the person with whom the child is to live), or
- c) Became subject to a special guardianship order (see Section 14A of the Children Act 1989
  - an order appointing one or more individuals to be a child's special guardian (or special guardians).

**Looked After or Previously Looked After Children – Admissions outside the normal admission round.**

In accordance with the Regulations described above, Looked After Children and previously looked after will be prioritized for admission at their preferred school when an application is made for other year groups.

**(ii) Priority Two**

**Catchment area with Sibling**

Children who normally reside with a parent or person with parental responsibility in the defined catchment area and who will have a brother or sister at the preferred school on the day of admission will be considered next.

**The catchment area is defined at the end of section 4 in the form of a map.**

**The definition of a sibling for these purposes is given at (iv) below.**

This means that all catchment/sibling applications are prioritised before catchment applicants irrespective of distance. The normal distance tie-breaker will apply within each category.

**(iii) Priority Three Catchment Area**

Children who normally reside with a parent or person with parental responsibility in the defined catchment area, but will not have a sibling at the preferred school at the point of admission will be considered next.



In the event of oversubscription, tie-breakers will be used as describe below.

**(iv) Priority Four**

**Siblings**

A sibling is a child who permanently or usually lives at the same address as below:-

The term "sibling" means a full, half, adopted or fostered brother or sister, or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling living permanently within the same household.

The Academy reserves the right to ask for proof of relationship

**(v) Priority Five**

Children of Services personnel will be prioritised where an application is received outside the normal admission round. Children of services personnel are those who have a parent, or parents who are serving in regular military units of all HM forces and who are currently exercising parental care and responsibility.

**(vi) Priority Six All other applicants**

Any applicant who does not fall into one of the above categories will be considered next.





## 6. Tie Breakers

For any admission category that is oversubscribed there are two stages of further consideration.

### A. Exceptional medical, social or special educational needs

Where exceptional medical, social or special educational needs are demonstrated and supported by a professional, an application may be prioritised by the Admission

Committee (AC) but only within its admission category. It is the parents' responsibility to provide supporting evidence.

The applicant must supply sufficient supporting evidence from relevant professionals at the time of the original application, for the Authority to consider whether an individual case constitutes exceptional circumstances to be prioritised. In any event, the evidence must support the view that the child must attend the school applied for and that they could not have their needs met at any other school.

Applications will only be submitted to the Admission Committee for further consideration if they are accompanied by supporting evidence.

### B. Distance

In circumstances where exceptional circumstances are not demonstrated, the final tie-breaker will be the distance from the home address to the school building. This is a straight line measurement from the centre of the house to the centre of the school building.

Where the remaining place could be made for a number of children living equi-distant from the school the determination of the single offered will be made by random allocation:

The random allocation will:

- i) be independently supervised by a representative of the Legal and Governance Service; ii) take place on a date and time notified in advance to the participating parents so that they can attend as witnesses.

## 7. Equal Preference

The statutory Admission Code of Practice made the practice of offering places on a

“First Preference First” basis unlawful. All Admission Authorities in Sheffield must operate an Equal Preference system when determining the final school offer. This means that each of the three preferences will be considered as equal preferences and oversubscription criteria applied to each preference irrespective of ranking. The ranking of the preferences is relevant only where the applicant is eligible for more than one school. In this case a place will be offered at the highest ranked school for which the child is eligible.

## **8. Waiting Lists**

A waiting list will be maintained by Sheffield City Council for the full academic year for admission to Reception. Please contact 0114 2735766 or email

[ed-admissions@sheffield.gov.uk](mailto:ed-admissions@sheffield.gov.uk).

Initial allocations will involve only those applications received by the published closing date and accepted as ‘on time’.

Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

## **9. Appeals**

Parents/carers will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy. The Appeal Panel will be independent of the Academy. The arrangements for Appeals will be in line with the School Admission Appeals Code published by the Department of Education.

Appellants should contact Sheffield City Council for information on how to appeal.

Information on the appeals process is available at <https://www.sheffield.gov.uk/education/information-for-parentscarers/pupiladmissions/appeals.html>

**10. Arrangements for admitting pupils outside the normal admissions round** For applications submitted for years other than the normal year of entry, the Academy must consider all such applications. If the year group applied for has a place available the Academy must admit the child. All applications will be co-ordinated by Sheffield City Council.

If more applications are received than there are places available, the oversubscription criteria shall apply. Parents/carers whose application is turned down are entitled to appeal.

Oasis Academy Watermead Admission Arrangements

## **11. Special Educational Needs**

Children with an Education, Health and Care Plan or Statement of Special Education Needs, naming the academy, follow the transfer arrangements set out in the SEN Code of Practice



and associated regulations and are not subject to the general admission arrangements. Other children without a Statement of SEN and will be subject to the general admission arrangements.

Date – September 2018





