



Ashcroft High School – Admissions Policy Academic Year 2021/22

Philosophy

We believe that Ashcroft High School should serve the needs of the children in our local community and those outside our catchment area* that choose to come here. Students are admitted without reference to ability or aptitude up to the planned admission number of 270 and the closing date for applications is set out in the co-ordinated admissions scheme. For the Year 7 intake in 2021 this will be 31st October 2020.

The school operates an equal preference system which means applications will be considered according to the following criteria regardless of any indicated preference ranking.

In accordance with The Education Act 1996 children with a statement of Special Educational Needs or an Education, Health and Care Plan are required to be admitted to the school named in their statement. Thereafter the priorities below apply.

Oversubscription

Should there be more applications than places available, the following criteria will be applied at the time of application, in the order set out below, to decide which children to admit:-

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order¹. 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 (section 22(1) of the Children Act 1989).
2. Students having their permanent residence within the present local authority (LA) designated catchment* area and whose parents have expressed a written preference for the school. The school regards a pupil's home address/permanent residence as where she or he spends the majority of the school week (Monday to Friday, including nights) with her/his parents or legal guardian. The address of a child-minder or family member who looks after the child before or after school cannot be used. If there is any query on the home address/permanent residence this will be checked against official documentation.
3. Students who will have a sibling on the school roll at the time of proposed admission and whose parents have expressed a written preference for the school. (The term 'siblings' includes natural, adopted and step brothers and sisters. It also includes foster siblings, where foster care has been arranged by Children and Family Services. Other family relationships such as cousins will not be considered under this criterion).
4. Students seeking admission on medical grounds whose parents have expressed a written preference for the school. Medical grounds refers to the health of the child for whom a place is being requested and for whom the requested school is the most suitable in the area to meet the child's medical needs. It must relate to a recognised medical condition for which the child is receiving treatment. A medical certificate must be provided to substantiate the claim. The medical certificate will be sent to the Health Authority for advice in determining whether the child should be prioritised on medical grounds with regard to admission to the requested school.
5. Any other applicant.

Where the number of places allocated within any of the above criteria reaches the planned admission number the straight line distance from the school reception entrance to the pupil's home¹, using the local authorities computerised measuring system will be used as a 'tie'breaker' with places being allocated to those who live closest first.

¹ The home address is measured from a point at the address identified in the Local Land and Property Gazetteer

Admission authorities **must** make decisions on the basis of the circumstances of each case, informing parents of their statutory right to appeal. This right does not apply if they are offered a place in another year group at the school.

The school will operate a waiting list for the Year 7 intake until the last day of the calendar year. Parents will need to reapply to the school after this date to remain on the school's waiting list until the end of the academic year. Waiting lists will be held for any other oversubscribed year groups. It will be necessary to reapply at the end of the academic year to remain on the waiting list for the following academic year. Waiting lists will be organised in order of priority on the school's admission criteria.

The principles of Luton's In-Year Fair Access Protocol have been accepted, and on occasion students will be admitted to the school using this Protocol.

Parents wanting to apply for a place for their child at Ashcroft High School at the beginning of Year 7 should completed the Council's Common Application Form for transfer to high school or an academy. The forms are distributed by Luton junior and primary schools at the beginning of Year 6. Alternatively forms are also available from the Council by telephoning the Admissions Helpline on 01582 548016.

Late Applications

Applications received after the closing date will not be considered in the initial allocation of places, except in very exceptional circumstances. Where parents have submitted a transfer form before the closing date, but then seek to change their preference after the closing date, this late expression of preference will be treated as a 'late' application and will not be considered in the initial allocation of places.

Late applications and late changes of preference will be processed as soon as possible after 1st March. Applications for a Year 7 place should be routed through Luton LA.

In-Year Admissions

In-Year admissions are applications to enter a year group that has already started at the school. The Council will be responsible for co-ordinating in-year applications for Ashcroft High School. Therefore, parents seeking a place at Ashcroft High School should complete the Council's In-Year Common Application Form and return this form directly to the Council. The Council will then liaise with all the schools listed as a preference to ascertain which (if any) preferences can be met. If a pupil qualifies for a place at more than one school the parent's highest ranked preference will be offered and any lower ranking offers will be disregarded.

* Ashcroft High School's catchment area can be found on the Council's website.

Catchment area lists are also available from the council by telephoning the Admissions Helpline on 548016.

To achieve our aims we will:

Publish our criteria each year.

Develop the existing links with our partner primary feeder schools

Organise an open day and open evening for prospective children and parents wishing to view the school.

Provide a Year 6 induction meeting for each child and parent with a year 7 tutor or associated member of staff.

Organise an induction day for students and an information evening for them and their parents.

Publicise the schools' strengths, successes and achievements.

For admissions during the school year the students and their parents will have a meeting with a senior member of staff and will take a test to enable the school to place the student in the correct groups when a place becomes available.

Success Criteria

Children within the catchment area attend Ashcroft High School and do not apply elsewhere.

The school is full in each year group.

Ashcroft is oversubscribed as a first preference school for parents of Year 6 students.

Approved by Governing Body of Ashcroft High School:	December 2019
Policy Review date:	October 2020
Governors' Committee	Full Governing Body
SLT staff responsible	JAC
Statutory Policy: Yes/No	Yes

Footnote: ^[1] An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by s.14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).