

## **saltash.net community school**

### **Admission Arrangements for 2018/2019**

Saltash.net community school (saltash.net) became an Academy on 1 April 2011 and the governors are the Admissions Authority for the Academy. The school is a mixed 11 – 18 comprehensive school serving Saltash and the surrounding area.

Children whose education, health and care plan or those with a statement of special educational need that names saltash.net will be admitted to the school, regardless of the number on roll in the year group.

The school will participate fully in the Local Authority's Fair Access Protocol.

The school will participate fully in the Local Authority's coordinated admission schemes for secondary transfer. Details of this scheme are available on the Council's website ([www.cornwall.gov.uk/admissions](http://www.cornwall.gov.uk/admissions)) or on request from the Local Authority (0300 1234 101). Closing dates, deadlines and timescales (including those relating to late applications) will be as stated in the scheme.

All applications for places at saltash.net must be made directly to the applicant's home authority on the appropriate Common Application Form (CAF). The CAF and supporting information will be available electronically on the Local Authority's website or in paper form on request from the Local Authority. There is no supplementary information form required by the governors.

If your child has an education, health and care plan or a statement of special educational needs, you do not need to complete an application form as a school place will be identified through a separate process. Please contact the SEN Assessment and Provision Team ([specialeducation@cornwall.gov.uk](mailto:specialeducation@cornwall.gov.uk) or 01872 324242).

The governors will operate an equal preference scheme as defined in the School Admissions Code.

#### **Oversubscription**

The published admission number (PAN) for year 7 in 2018/2019 will be 230. In the event of there being more than 230 applications for places in year 7 for the 2018/2019 academic year the following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils whose education, health and care plan or statement of special educational needs names saltash.net, in year 7 in the 2018/2019 school year. There is no guarantee of a place to children meeting the oversubscription criteria.

1. Children in care and children who were in care but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order) immediately after being in care.
2. Children who live in the designated area of saltash.net or whose parents can provide evidence that they will be living in the designated area of saltash.net by the beginning of the autumn term of the 2018/2019 school year.

If there are more designated area children wanting places at the school than there are places available, criteria 3 to 6 below will be used to decide which of these children should have priority for admission. If there are still places available after all the designated area children have been allocated places, criteria 3 to 6 will be used to decide which of the remaining children should have priority for any spare places.

3. Children with an unequivocal professional recommendation from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at saltash.net would not be in the best interest of the child and that placement at saltash.net is essential. Such recommendations must be made in writing and must give full supporting reasons and will be reviewed by the LA.
4. Children with siblings who will still be attending saltash.net at the time of their admission.
5. Children on the roll of a primary school (at the time of allocation) whose designated area is contained within or forms part of the designated area of saltash.net.
6. All other children.

## **Years 8 to 11**

All applications for places for in-year admissions at saltash.net must be made directly to the Local Authority. The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils whose education, health and care plan or statement of special educational needs names saltash.net, in years 8 to 11 in the 2018/2019 school year.

1. Children in care and children who were in care but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order) immediately after being in care.
2. Children who live in the designated area of saltash.net or whose parents can provide evidence that they will be living in the designated area of saltash.net by the beginning of the autumn term of the 2018/2019 school year.

If there are more designated area children wanting places at the school than there are places available, criteria 3 to 5 below will be used to decide which of these children should have priority for admission. If there are still places available after all the designated area children have been allocated places, criteria 3 to 5 will be used to decide which of the remaining children should have priority for any spare places.

3. Children with an unequivocal professional recommendation from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at saltash.net would not be in the best interest of the child and that placement at saltash.net is essential. Such recommendations must be made in writing and must give full supporting reasons and will be reviewed by the LA.
4. Children with siblings who will still be attending saltash.net at the time of their admission.
5. All other children.

## **Admission to sixth form**

Saltash.net attempts to meet the varying demands of young people who have wide-ranging interests, careers plans and abilities. The number of places available to external applicants to the Sixth Form will vary according to how many internal applications are received and accepted and how many Year 12 students progress onto Year 13.

GCSE exam results will affect the choice of subject offered to individual students and, usually, passes at grade A\* to C in at least 5 GCSE subjects are required to start an 'A' level course. However, some flexibility does exist depending on individual circumstances

A completed application form is necessary for all children who want to apply for a place in the Sixth Form, which can be found in the Sixth Form Prospectus available on the school's website. Entry requirements for each of our courses and pathways in the Sixth Form are available in our Sixth Form prospectus. All entrants to the Sixth Form will be expected to attend an interview. Alternative course suggestions might be made at this meeting. This meeting will be held with the Head of Sixth Form or the Deputy Head of Sixth Form.

The parent of any child refused a Sixth Form place has the right of appeal. A child who has been refused a place in the Sixth Form has the right of appeal. This right is in addition to their parent's right of appeal and the child and their parent may appeal separately, or they may do so jointly.

Children with a statement of Special Educational Need that name saltash.net will be admitted to the Sixth Form.

## **Oversubscription to the Sixth Form**

If there are more than 20 external applications from candidates who meet the entry requirements then every attempt will be made to accommodate them onto a suitable course where numbers allow. However, if necessary, in the event of there being more than 20 applications from external candidates the following admission criteria will be used (in descending order of priority) to allocate places.

1. Children in care and children who were in care but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order) immediately after being in care.
2. Children who live in the designated area of saltash.net or whose parents can provide evidence that they will be living in the designated area of saltash.net by the beginning of the autumn term of the 2018/2019 school year.

If there are more designated area children wanting places at a school than there are places available, criteria 3 to 5 below will be used to decide which of these children should have priority for admission. If

there are still places available after all the designated area children have been allocated places, criteria 3 to 5 will be used to decide which of the remaining children should have priority for any spare places.

3. Children with an unequivocal professional recommendation from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at the preferred school would not be in the best interest of the child and that placement at the preferred school is essential. Such recommendations must be made in writing and must give full supporting reasons and will be reviewed by the LA.
4. Children with siblings who will still be attending the preferred school at the time of their admission.
5. All other children.

## **NOTES and DEFINITIONS**

### **Children in care and children who were in care**

A 'child in care' is also referred to as a 'looked after child' and 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).

A 'Child Arrangement 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. 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).

### **Designated area**

The Children's Services Authority (CSA) has divided the county into geographical areas. Each of these areas is served by a specific secondary school (or schools). These areas are called "designated areas". (Parents may also have heard these areas referred to as "catchment" areas.) A child's designated school will not always be the one nearest to his/her home address.

Maps of designated areas, including the map for saltash.net will be provided on the Council's website ([www.cornwall.gov.uk/admissions](http://www.cornwall.gov.uk/admissions)) and at the back of the secondary transfer booklet to help parents to identify their child's designated school (or schools). Please note, however, that these maps are, of necessity, small scale and if a property is near a border it is advisable to check the designated school with the School Admissions Team. Larger scale maps are available for all designated areas on request. Parents can also ask to be notified of the designated school(s) for any address. These requests should be made to: School Admissions Team, Cornwall Council, New County Hall, Treyew Road, Truro, TR1 3AY. email: [schooladmissions@cornwall.gov.uk](mailto:schooladmissions@cornwall.gov.uk), Tel: 0300 1234 101.

If you are planning to move into the designated area of saltash.net, your application for a place for your child will not be given the priority accorded to designated area pupils without firm evidence of your new address and moving date, such as a copy of a signed and dated tenancy agreement or confirmation that contracts have been exchanged.

### **Professional recommendation for admission**

If you think your child meets this criterion, you must send the relevant written evidence to the School Admissions Team, Cornwall Council, New County Hall, Treyew Road, Truro, TR1 3AY.

### **Siblings**

"Siblings" means brothers or sisters. They are defined as children with at least one natural or adoptive parent in common, living at the same or a different address. For children living in the same household at the same address would also be counted as siblings, regardless of their actual relationship to each other. To qualify as a sibling a child must be on the roll of saltash.net at the date of application, allocation and admission.

**Primary schools whose designated areas are contained within or form part of the designated area of saltash.net.**

Brunel Primary and Nursery Academy, Saltash  
Burraton Community Primary School, Saltash  
Bishop Cornish School, Saltash  
St Stephens School, Saltash  
Landulph School, Landulph  
Sir Robert Geoffrey's School, Landrake  
St Germans School, St Germans

### **Tie-breakers**

If any of the criteria outlined above leave more children with an equal claim than places available, the following tiebreaker will be used:

Where two or more children fulfill the same criterion, priority will be given to the child who lives nearer to saltash.net.

### **Final tiebreaker**

Should the tiebreaker above still leave children with an equal claim because distances are exactly the same, random allocation (in accordance with 1.34 and 1.35 of the School Admissions Code) will be used to decide on priority.

### **Distances**

Home to school distances used for tie-breaking will be measured by a straight-line measurement as determined by CAPITA One (formerly known as Education Management System or EMS) and supported by the Geographical Information System (dataMap or similar). Measurements will be between the child's home address using Ordnance Survey's Point Dataset (usually the centre of the main building of the property) and the main gate of the school (as determined by the computer software).

### **Home address**

Each child may have one registered address only for the purposes of determining priority for admission and transport entitlement. This address should be the place where the child is normally resident. If there is shared residency of the child or a query is raised regarding the validity of an address, it may be necessary to use the address of the person receiving child benefit for the child or to request a copy of a utility bill in order to make a decision.

### **Multiple birth siblings**

Where applications are received on behalf of "multiple birth siblings" (i.e. twins, triplets, etc.) or siblings whose dates of birth place them in the same chronological year group, every effort will be made to offer both or all the children places at saltash.net., which may mean allocating places above the Published Admission Number (PAN) where that is possible. However, where this is not possible, parents will be invited to decide which of the children should be allocated the available place(s).

### **Waiting lists**

The governing body of saltash.net. in partnership with the LA, will maintain waiting lists for all oversubscribed year groups at the school throughout the school year relating to the processed application only. During the autumn term 2018 the governing body will ask parents with children still on the school's waiting list for year 7 whether they wish them to remain there. For all year groups, parents will be reminded during the summer holidays that the waiting lists have now ceased and that they will have to submit a further application for the next year group if they wish their request for a place at saltash.net to be ongoing.

A child's position on the waiting list will be determined by the oversubscription criteria stated above. However, children who are the subject of a direction by the Local Authority or who are allocated to the school in accordance with the Fair Access protocol will take precedence over any child already on the waiting list.

### **Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health. Those wishing to request placement outside the normal age group should contact the Headteacher by email at: [head@saltashcloud.net](mailto:head@saltashcloud.net). Such requests will be considered on a case by case basis and in the best interests of the child concerned. Guidance can also be found at [www.cornwall.gov.uk/admissions](http://www.cornwall.gov.uk/admissions) or on request from the Schools Admissions Team.

### **Appeals**

All parents who are refused a place for their child at saltash.net. will be advised of their right of appeal to an independent appeal panel. Such appeals will be administered by the Local Authority on behalf of the governing body.

Any queries please contact either the school or the Local Authority

saltash.net community school  
Wearde Road  
Saltash  
Cornwall  
PL12 4AY  
Tel: 01752 843715  
email: [head@saltashcloud.net](mailto:head@saltashcloud.net)  
[www.saltash.net](http://www.saltash.net)

Cornwall Council  
New County Hall  
Treyew Road  
Truro  
Cornwall  
TR1 3AY  
Tel: 0300 1234 100  
[www.cornwall.gov.uk](http://www.cornwall.gov.uk)