

# Admissions Policy and Procedures 2017-18

for applicants joining Year 7 between 1 September 2017 and 31 August 2018

## Admission arrangements

In September 2017 we will admit up to 180 children into Year 7. In accordance with the Admissions Code and in common with all schools, places are first allocated to children who have a Statement of Special Educational Needs, or who have an Education, Health and Care Plan (EHCP). Parents wishing to apply for such a place, including all places in the Pears Special Resource Provision (PSRP), must do so through their Local Authority.

## Over-subscription criteria

If there are more applications than places available in any school year, the Governing Body of the School, acting through its Admissions Committee, will allocate places using the following 4 categories:

### 1. **First Priority: Jewish Children**

For the purpose of admissions to the School, these are children who demonstrate, or of whom at least one parent demonstrates, commitment to the Jewish faith or involvement in recognised Jewish faith activities. The criteria by which this will be assessed are:

- documentary evidence of attendance by a parent/carer or child at a minimum of 4 synagogue services in the six months prior to the application.

Or

- documentary evidence of a child's engagement in formal Jewish education (either provided, where relevant, at a school having a Jewish religious character, a Cheder/Hebrew school, or equivalent, or by a tutor) on at least 3 occasions in the six months prior to application.
- and**
- documentary evidence of a parent/carer or child's involvement in any Jewish communal, charitable or welfare activity on at least 3 occasions in the six months prior to application. This must have been in a volunteer capacity, with no financial value or practical benefit to JCoSS or any associated body.

### 2. **Second Priority: Non-Jewish looked-after and previously looked-after children**

### 3. **Third Priority: Other-faith Children**

These are children who demonstrate, or of whom at least one parent demonstrates, commitment to a faith or involvement in recognised religious activities. This will be assessed by documentary evidence of attendance by the child or by a parent/carer at a minimum of 4 religious services in the six months prior to the application.

### 4. **All other children**

These are children who do not fulfil the criteria for any category above.

In the event of over-subscription within the above categories, the Governing Body of the School will apply the following criteria (a-j below) in the order shown to decide which children to admit.

**Where a place is not allocated under any one of the oversubscription criteria, an applicant will be considered under the next applicable category.**

**Within First Priority (Jewish children)**

- a) Jewish children who are looked after, or who previously were looked after but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).
- b) Jewish children who have a sibling who attends the School at the date of admission or who was on-roll on the last day of the summer term of the academic year prior to application.
- c1) A maximum of 10 places for Jewish children attending Akiva School.
- c2) A maximum of 5 places for Jewish children attending Clore Shalom School.
- c3) A maximum of 10 places for Jewish children attending Clore Tikva School
- d) A maximum of 18 places for Jewish children who live nearest to the School, with those living closest having higher priority. Distance will be measured in a straight line from the front door of the child's home address to the main entrance of the school, using Barnet Local Authority's computerised measuring system. In the event of a tie between applicants who live an equal distance from the School, offers will be made by random allocation which will be supervised by an independent scrutineer appointed by the School.
- e) All other Jewish children.

**Second Priority (Non-Jewish looked-after and previously looked-after children)**

- f) All other children who are looked-after or who were previously looked-after, but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order).

**Within Third Priority ('Other-faith Children')**

- g) 'Other-faith children' who have a sibling who attends the School at the date of admission or who was on-roll on the last day of the summer term of the academic year prior to application.
- h) All other 'other-faith children'.

**Remaining Places**

- i) All other children who have a sibling who attends the School at the date of admission or who was on-roll on the last day of the summer term of the academic year prior to application.
- j) All other children.

## Tie-break

If in any category there are more applicants than there are available places remaining, offers will be made by random allocation which will be supervised by an independent scrutineer appointed by the School. If an offer is made under any category to someone who is a twin, triplet or one of multiple births, an offer will also be made to the other sibling(s). This applies for secondary transfer only and not in-year applicants.

If there are insufficient available places remaining to offer the stated number of places under paragraphs c1), c2) and c3) of the oversubscription criteria, the number of available places will be apportioned pro rata within these categories.

## Notes:

- i. The child's home will be taken to be that shown as the permanent home in the application. Where the parents of the child are separated, the home of the parent who has care and control of the child will be regarded as the child's home for the purpose of determining the distance from the school. Where the parents of the child have equal care and control, the home of the child shall be the home of the parent at which the child spends the majority of school nights (Sunday to Thursday inclusive).
- ii. For the purposes of the admissions policy, a 'parent' includes a person with parental responsibility for a child and/or care of a child in accordance with the Children Act 1989.
- iii. For the purposes of this admissions policy, 'siblings' are defined as children who live as brother or sister in the house for the majority of school nights (Sunday to Thursday inclusive), including natural brothers or sisters, adopted siblings, half or stepbrothers or sisters and foster brothers and sisters.
- iv. The School is obliged to abide by the In-Year Fair Access Protocol adopted by the Local Authority. This may mean that children to whom the Protocol applies are given priority over other applicants.
- v. A looked after child is a child whose circumstances fall within section 22 Children Act 1989. This 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 its social services functions at the time of making the application to the school. A previously looked after child is one who was looked after but ceased to be so because he/she was adopted or became subject to a child arrangements order or special guardianship order. References to adoption are to section 12 Adoption Act 1976 and section 46 Adoption and Children Act 2002. A child arrangements order is defined in section 8 Children Act 1989. A special guardianship order is defined in section 14A Children Act 1989.

## Procedures for applications for admissions to Year 7 in September 2017

- Parents who wish their children to be considered for admission to the School must name the School on the Common Application Form (CAF) that they receive from their Local Authority. This is normally done in the primary school year in which the applicant has his/her 11th birthday, usually corresponding to Year 6 of primary school.

The CAF must be returned to the applicant's Local Authority, not to the School, in October in the calendar year prior to proposed Year 7 admission. The precise date will be specified on the CAF. Applicants are invited to name on the CAF up to six preferences of maintained secondary schools, in order of preference.

- Applicants whose application is received after the specified date will be considered late and will only be considered for admission after the initial offer date.
- Parents who wish their children to be considered for admission to the School under priority 1, 2 or 3 should complete a Supplementary Information Form (SIF) and send it directly to the School. The SIF provides eligibility information on which the Admissions Committee of the Governing Body will order the applications in the event of oversubscription. The School will make the SIF available at prospective parents' meetings. It can also be obtained by applying directly to the School's Admissions Officer and can be downloaded from the Admissions section of the School's website ([www.jcoss.org](http://www.jcoss.org)). In the absence of the SIF, children will be considered as non-priority applicants.

All offers of places will be made in line with the Local Authority's agreed procedures.

## Continued interest list procedure

Unsuccessful applicants to join the School in the Year 7 cohort for 2017 will, if they so request, be placed on a waiting list. This Year 7 waiting list will be maintained until the end of August 2018. Any places that become available will be distributed to students according to their ranking under the over-subscription criteria set out above. Therefore, the date on which the applicant joined the list has no bearing on their position on the waiting list.

## Years 8-11

Waiting lists will be held for places in Years 8-11. Where a place becomes available in Years 8 – 11, the same admissions over-subscription criteria as that applicable to Year 7 will apply, with the exception of criteria d) which will not be applicable.

## Appeals

Anyone applying under any of the provisions of this policy who is not offered a place at the School will be advised of the process for appeal to an Independent Appeal Panel.