

## ADMISSIONS POLICY FOR ENTRY INTO TLA YEAR 7 SEPTEMBER 2017

### AIM OF THE ACADEMY

To provide unique and enriching opportunities for all.

This policy is linked to  
Equality Policy

#### **1 General**

1.1 The Langley Academy is an inclusive school and welcomes children from the whole of the Slough area and beyond. The Governors are also committed to ensuring that the admissions to the Academy reflect the full range of ability.

1.2 The Langley Academy admits up to 180 students to Year 7 each September.

1.3 In order to ensure that the intake to the Academy represents the full range of ability, the Academy uses student banding as part of its admissions arrangements if it is oversubscribed. Other than to determine the ability band into which a student will be placed, the assessment of a student's ability plays no other part in the admission arrangements for The Langley Academy.

1.4 All applications received are considered on an 'equal preference' basis.

1.5 Admissions to The Langley Academy are co-ordinated through the Slough LA's Co-ordinated Scheme and its timetable. Applications should be submitted on the Common Application Form to the local authority responsible for the parental address. In addition to naming the Academy as a preference on the SBC CAF form, parents/carers must also complete The Langley Academy Registration form which is available on the Academy website.

1.6 All students with a Statement of Special Educational Needs that names The Langley Academy will be admitted if it is felt the Academy can meet their needs.

#### **2 Oversubscription criteria**

2.1 If there are more applicants than the number of places available the following oversubscription criteria will be applied. All applicants who name the Academy as a preference on the SBC CAF Form, including those with a Statement of Special Educational Needs that names the Academy, will be asked to take an NFER non-verbal reasoning test (or similar) and based on their test score will be placed in one of nine equal ability bands, with the same number of places in each band. After places have been allocated to children with a Statement of Special Educational Need that names The Langley Academy, places within each band will be allocated in the following order of priority:

- (i) Children in Public Care (Looked After Children)
- (ii) Children of staff at the Academy (to include any school formally linked through the Langley Academy Trust) in either or both of the following circumstances a) where the member of staff has been employed at the Academy for two or more years at the time at which the application for admission to the Academy is made, and b) where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage (**If there are more children than places available then the distance criterion shall be applied\***)

- (iii) Children who attend a primary school that is formally linked with The Langley Academy through The Langley Academy Trust (TLAT). Currently this includes Parlaunt Park Primary Academy and, from September 2021, The Langley Academy Primary. **(If there are more children than places available then the distance criterion shall be applied\*)**
- (iv) Siblings - children are considered as siblings if they have brothers or sisters, half brother or sister including step, adopted or foster or the child of the parent/carer's partner where the child for whom the Academy place is sought is living permanently in the same family unit at the same address as the sibling and attending the Academy at the time the child is due to start the Academy. **(Please note this does not apply if the older sibling joined the Academy at sixth form level or if the older child is in Year 11 at the time of application. Also note that if there are more children fulfilling the sibling criteria than spaces available in any band then the distance criteria shall be applied \*)**
- (v) Other applicants on the basis of proximity of the home address to the Academy. **(Distance will also be used as a tie break in category (iii) siblings above to decide who has the highest priority for admission in the band)**

2.2 **\*Distance criterion** - All distance measurements are made by a straight line from a fixed point within the Academy's site to the front entrance of the applicant's place of residence. In the case of flats and other houses in multiple occupancy, lower floors are deemed to be closer than higher ones. In the case of multiple flats on one floor, lower numbers will be deemed closer than higher ones.

2.3 A child's permanent address is the place of normal residence during term time. Where parental responsibility is shared, the address of the parent/carer who receives the Child Benefit Allowance for the child will be taken as the permanent address.

2.4 If places become vacant in a band, for example, because parents/carers accept offers of places at other schools, and no applicants in those bands remain without a place, they will be evenly filled by children falling into the next nearest bands (i.e. the bands on either side, or below or above, if the first child is selected by proximity from the band above, the next will be selected by proximity from the band below.)

2.5 Late applications are dealt with in accordance with the procedures set down by Slough LA as part of their co-ordinated scheme.

2.6 The Academy provides reasonable opportunities for children to take the NFER test that is used to determine the ability band for each child, but with the exception of children with a Statement of Special Educational Needs that names The Langley Academy, children who have sat the Academy's NFER test will be given priority over those who have not.

### **3 Waiting Lists**

3.1 Where in any year The Langley Academy receives more applications for places than there are places available a waiting list is maintained by the Academy from 1 September to 31 October of the year to which the allocation applies. It is open to any parent/carer to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

3.2 A child's position on the waiting lists is determined solely in accordance with the oversubscription criteria set out in Section 2 above. Where places become vacant they are allocated to children on the waiting list in accordance with the published oversubscription criteria.

3.3 Children who are the subject of a direction by the Secretary of State to admit, or are allocated to the Academy in accordance with Slough LA's In-Year Fair Access Protocol, will be given precedence over children on the waiting list.

### **4 In Year Admissions**

4.1 Subject to any provisions in the Slough LA's co-ordinated admission arrangements relating to applications submitted for years other than the normal year of entry, the Academy will consider all such applications and if the year group applied for has a place available, a place will be offered. If a place is not available, the parent/carer can ask for his or her child's name to be added to the waiting list. Parents/carers whose application is turned down are entitled to appeal to an independent appeals panel.

### **5 Appeals**

5.1 Parents/carers who are not offered a place for their child have the right to appeal to an independent appeal panel. Parents/carers wishing to appeal should obtain an appeal form from the Academy. The form should be sent to reach the Clerk to the Appeal Panel, care of The Langley Academy, within 14 days of the date of the letter confirming the governors' decision not to offer a place. Should an appeal be unsuccessful, the governing body will not consider further appeals within the same academic year unless there have been significant or material changes in the child's circumstances.

### **6 Arrangements for admission to post 16 provision**

6.1 The Langley Academy will publish specific criteria in relation to minimum entrance requirements for the range of courses available based upon GCSE grades or other measures of prior attainment and any specific entry requirements for individual courses. These will apply to both transfers from Year 11 and new admissions to Year 12.

6.2 Good conduct and attendance is a requirement for admission into The Langley Academy 6th Form.

6.3 After the application of the criteria referred to in paragraph 6.1 the following additional factors will be taken into account in the allocation of places for admission to Year 12:

- (i) The availability of courses which best suit the applicant's preferences.
- (ii) The effective use of staff resources.

6.4 The following additional factors will be taken into account in the allocation of places for admission to Year 13:

- (i) At least 3 A-D grades at AS level for students wishing to continue with A2 levels in 3 subjects.
- (ii) 10 BTEC assignments completed to at least PASS level.
- (ii) Good attendance to lessons.  
An exemplary behaviour record.

6.5 If more candidates fulfil the requirements of paragraph 6.1, after allowing for transfers from Year 11, the available places will be allocated in the following order:

- (i) Students in Public Care.
- (ii) Proximity of the student's home address to the Academy.

6.6 Students will be considered on an individual basis for a re-take Year 12 option taking into consideration student conduct, behaviour, attendance and progress.

6.7 We look to avoid fixed term exclusions; students can leave the 6th Form based on mutual agreement between the student and The Langley Academy.

6.8 There will be a right of appeal to an Independent Appeals Panel for unsuccessful applicants.

## **7 Other points to note:**

7.1 Twins and same-year siblings

Where applications are received from twins, triplets or same-year siblings the following procedure will be followed. If one child is selected for a place within their band the twin/triplet/same year sibling will be ranked in their band immediately below Looked After children.

7.2 Confirmation of Address

Home addresses supplied to the Academy will be confirmed with each applicant's primary school, or by other means. In any case of dispute parents/carers will be asked to provide appropriate documentary evidence to confirm address and residency. If false or misleading information is used to gain entry to the Academy, the offer of a place shall be withdrawn.

**Review Date: November 2014**

**Ratified Date: December 2014**

**Date of next review: November 2015**