

# **THE LANGLEY ACADEMY**

## ADMISSIONS POLICY

### **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 students 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.

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, 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 applicants 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) Other applicants on the basis of proximity of the home address to the Academy.

2.2 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.

2.4 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.

2.5 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 (ie 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.)

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

2.7 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 Children's position on the waiting lists are 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. These will apply to both transfers from Year 11 and new admissions to Year 12.

6.2 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

6.3 If more candidates fulfil the requirements of paragraph 6.2, 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.

6.4 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.

### **7.3 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 may be withdrawn.

Date of Review: May 2012
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Next Review Date: September 2013
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