

THE STANWAY SCHOOL
ADMISSIONS POLICY 2019/20

1. SEPTEMBER INTAKE – YEAR 7

The school is able to admit 280 students into Year 7 through the Essex Coordinated Admission Scheme. Where applications for admissions exceed the number of places available, the following criteria will be applied, in the order set out below.

1. Looked after children.#
2. Children who have a sibling* attending the school in Years 7-10 at the time of application and will be on roll on the date of proposed admission.
3. Children of staff in the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Children who live within the priority admissions area (visit <https://www.essex.gov.uk>) and who attend the following main feeder primary schools:

<ul style="list-style-type: none">• Birch Primary School• Chappel Primary School• Copford Primary School• Fordham All Saints Primary School• Great Tey Primary School• Heathlands Primary School	<ul style="list-style-type: none">• Holy Trinity Primary School, Eight Ash Green & Aldham• Layer-de-la-Haye Primary School• St Andrew's Primary School, Marks Tey• Stanway Fiveways Primary School• Stanway Primary School
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5. Children residing outside the priority admissions area who attend one of the feeder primary schools.
6. Children residing within the priority admissions area who do not attend one of the above feeder primary schools.
7. All other applications.

Other Applications

Children with statements of special educational needs or an Education, Health and Care Plan (EHCP) that name a school in the statement/EHCP will be admitted to the school regardless of their place in the priority order.

Applications- September admission into Year 7

The closing date for applications for admission into Year 7 in September 2019 is **31st October 2018**. Parents can apply on line on the website www.essex.gov.uk/admission or applications forms can be sent to Essex County Council, School Admissions, County Hall, Chelmsford CM1 1GS. Late applications will only be considered after those received before the closing

date. The National Offer date is 1st March 2019 and offers of a secondary school place will be sent out to parents/guardians on that day. Parents/Guardians have a statutory right of appeal to a panel constituted in accordance with the School Standards and Framework Act 1998 if they disagree with a decision not to admit their child to a particular school of their preference. Parents/Guardians appealing against the decision not to admit their child must do so in writing to The Clerk to the Appeal Panel, c/o The Stanway School.

2. ADMISSION OF STUDENTS ALREADY IN SECONDARY EDUCATION

Please contact the school office to request an application form for admission of students already in secondary education.

Where students already in secondary education apply for admission, they will be admitted according to the relevant criteria listed above, providing that the admission would not prejudice the effective education of existing students or the efficient use of resources.

If the appropriate year group has already reached the agreed admissions limit, admission will usually be refused.

3. OVER-SUBSCRIPTION

In the event of oversubscription within one of the above criteria, priority will be determined by straight line distance from home to school, with those living nearest being given highest priority. All straight line distances are calculated electronically by the Local Authority using data provided jointly by the Post Office and Ordnance Survey. The data is used to plot the co-ordinates of each individual property and school and provides the address points between which straight line distance is measured. Distances are reported in miles to three decimal places in the first instance. In the unlikely event of two or more applicants with an identical distance competing for a single place at the School, the place will be offered to one applicant on the basis of lots drawn by the clerk to the governing body, supervised by an independent scrutineer, with the exception of twins, triplets etc.

Where the school is over-subscribed it will maintain a waiting list. The waiting list will be in the order which meets the above criteria. Children will remain on the waiting list for one term, at which point parents will be contacted regarding continued interest.

Definition of a Looked After Child

A 'looked after child' or a child who was previously looked after but immediately after being looked after, became subject to an adoption, residence or special guardianship order. 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 (see the definition in section 22(1) of the Children Act 1989).

**** Definition of Sibling***

A sibling is defined as a child living in the same family unit in the same family household and address as a child who attends The Stanway School in any year group excluding the final year. This includes brothers, sisters, step-brothers and step-sisters.

In addition, biological siblings who attend The Stanway School in any year group except the final year will also be treated as siblings irrespective of place of residence.

*Children residing in the same household as part of an extended family, such as cousins, **will not** be treated as siblings.*