

ADMISSIONS POLICY 2022/2023

1. This document sets out the admission arrangements for the Oasis Academy Isle of Sheppey in accordance with Annex 2 to the Funding Agreement between the Oasis Academy Isle of Sheppey and the Secretary of State. Any changes to the arrangements set out in this document must be approved in advance by the Secretary of State. Obligations in this document are to be treated as if imposed by the Funding Agreement.
2. Notwithstanding these arrangements, the Secretary of State may direct the Oasis Academy Isle of Sheppey to admit a named pupil to the Academy on application from a LA. Before doing so the Secretary of State will consult the Academy.

ADMISSION ARRANGEMENTS APPROVED BY SECRETARY OF STATE

3. The admission arrangements for the Academy for the year 2022/2023 and, subject to any changes approved or required by the Secretary of State, for subsequent years are:
 - a) The Academy has an agreed admission number of 390 pupils. The Academy will accordingly admit at least 390 pupils in the relevant age group each year if sufficient applications are received.
 - b) The Academy may set a higher admission number as its Published Admission Number for any specific year. Before setting an admission number higher than its agreed admission number, the Academy will consult those listed at paragraph 13 below. Pupils will be admitted above the Published Admission Number in exceptional circumstances which will be reported to the Secretary of State.

Process of application

4. Applications for places at the Academy will be made in accordance with Kent LA's co-ordinated admission arrangements and will be made on the Secondary Common Application Form (SCAF) which is in the booklet "Admissions to Secondary School" provided and administered by the Kent LA via the child's primary school.

Consideration of applications

5. The Academy will consider all applications for places. Where fewer than the published admission number for any relevant age group are received, the Academy will offer places to all those who have applied.

Procedures where the Academy is oversubscribed

6. Before the application of oversubscription criteria, children with a Statement of Special Educational Need or Education, Health and Care Plan which names the Oasis Academy Isle of Sheppey will be admitted. As a result of this, the published admissions number will be reduced accordingly.

- a. Looked after children and all previously looked after children and immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order. This includes those children who appear to Oasis Community Learning to have been in state care outside of England and ceased to be in state care as a result of being adopted. Previously looked after children are children who 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. Admission of pupils whose siblings currently attend the Academy and who will continue to do so on the date of admission; "sibling" is defined as a brother or sister or step-brother or step-sister where the children are living together in the same family.
 - c. Health and Special Access Reasons – Medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents'/carers' physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular school. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and the particular school.
 - d. Admission of pupils who reside on the Isle of Sheppey, children residing on the Isle of Sheppey will be ranked by straight line distance as defined in section (e) below
 - e. Nearness of children's homes to school - we use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody.
7. There will be a right of appeal to an Independent Appeals Panel for unsuccessful applicants.

Tie-Breaker

8. In the unlikely event that after the application of the above oversubscription criteria still leaving two or more applicants with an equal claim, the Academy will use random allocation as the final tie-breaker. The random allocation will take place with an independent adjudicator in line with the LA Random Allocation Protocol.

Arrangements for admitting pupils to other year groups, including to replace any pupils who have left the Academy

9. Subject to any provisions in the 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, admit the child unless one of the permitted reliefs apply. If more applications are received than there are places available, the oversubscription criteria in paragraph 6 (a-e) shall apply.

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

10. The Academy will participate in Kent LA's In Year Fair Access Protocol.

Operation of waiting lists for all year groups

11. Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme, the Academy will operate a waiting list. Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate until three months after the beginning of the school year. This will be maintained by the Academy and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. The waiting list will be re-ranked in line with the published oversubscription criteria every time a child is added.
12. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraph 6 (a-e) above. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

ANNUAL PROCEDURES FOR DETERMINING ADMISSION ARRANGEMENTS

Consultation

13. The Academy will consult by 1 March each year on its proposed admission arrangements:
- a) Kent LA;
 - b) The admission forum for Kent LA;
 - c) Any other admission authorities for primary and secondary schools located within the relevant area for consultation set by the LA;
 - d) Any other governing body for primary and secondary schools (as far as not falling within paragraph c) located within the relevant area for consultation;
 - e) Affected admission authorities in neighbouring LA areas.

Publication of admission arrangements

14. The Academy will publish its admission arrangements each year once these have been determined, by:
 - a) Copies being sent to primary and secondary schools in Kent LA;
 - b) Copies being sent to the offices of Kent LA;
 - c) Copies being made available without charge on request from the Academy;
 - d) Copies being sent to public libraries in the area of Kent LA for the purposes of being made available at such libraries for reference by parents and other persons.

15. The published arrangements will set out:
 - a) The name and address of the Academy (Main Office & the Main Entrance of each site) and contact details;
 - b) A summary of the admissions policy, including oversubscription criteria;
 - c) A statement of any religious affiliation;
 - d) Numbers of places and applications for those places in the previous year; and
 - e) Arrangements for hearing appeals.

c) Any comments or objections from those entitled to object.

Notes:

Looked after children and previously looked after children

- i. Looked after children are those who are in the care of a local authority or provided with accommodation by that authority under section 22 of the [1989 Children's Act](#)
- ii. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school. Applicants can provide evidence demonstrating their child was previously in care to an institution acting as a Local Authority, or an organisation that supports the best interests of the community/child. In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child, confirming that they were looked after immediately prior to that order being made, or such evidence that demonstrates a child was in state care outside of England prior to being adopted.