

POLICY TITLE: Admissions for September 2021

STATUS: Statutory

DATE of REVIEW: January 2020



School Status and Provision

The Latimer Arts College is a Foundation School for students aged 11-18, with Specialist Performing Arts College status.

The College also has staff with expertise in meeting the needs of students with general and specific learning difficulties. Support is offered to students within ordinary classes, in small withdrawal groups or individually. Access to the College has been enhanced for those who have a physical difficulty.

Numbers on Roll

At the start of the academic year 2019 / 2020, there were 1097 male and female students on the roll aged 11 to 18.

Number of Places

Our admission number for Year 7 in 2021 is 203 places.

Admissions Criteria

Following the allocation of places to students who have an Education, Health and Care (EHC) Plan, which names the school as appropriate provision, when there are more applications for places than there are places available, priority will be given in the following order:

1. Children in public care (looked after children) or previously looked after.*
2. Students who will have an older brother or sister continuing at The Latimer Arts College at the time of admission of the younger child.**
3. Children of staff where that member of staff has been employed at the College on a permanent contract for two or more years at the time at which the application for admission to the College is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage in the area.
4. 20 students will be selected for their aptitude in art, dance, drama or music. To be selected through workshops.
5. Those students who live with their parents or carers at an address in Barton Seagrave **or** the linked town/villages of Burton Latimer, Cranford and Isham (using wards as according to Kettering Borough Council).***
6. Other students.

Distance tiebreaker

If the admission number is reached within any criterion (apart from criterion 4), priority will be given to those who live closest to the college. Distances are measured on a straight line basis from the child's address to the address point of the school using NCC's Geographical Information System.

Notes on Admissions Criteria

*** Looked after Children (LAC)**

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) at the time of making an application to a school. 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). All LAC and previously LAC are given the highest priority for school admissions.

**** Siblings**

A brother or sister living at the same address (within a family unit) including adopted children, step-brothers, step-sisters, half-brothers, half-sisters and children in foster care. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

Some schools give priority to children whose brother(s) or sister(s) are already on roll at a preferred school – this is called a sibling link.

Note: checks may be made with the school to see if there is a realistic possibility of a sibling in Year 11 continuing into the sixth form.

For the sibling link to apply, a brother or sister must live at the same address when the application is made. If siblings live between two addresses, applicants must provide proof to show that the main address is the same for both children.

***** Proof of Residence**

Ward boundaries can be viewed at <http://maps.kettering.gov.uk>

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned. Places cannot be allocated on the basis of intended future changes of address unless house moves have been confirmed through the exchange of contracts or the signing of a formal lease agreement. The College reserves the right to seek further documentary evidence to support your claim to residence. The College will withdraw any place allocated if the address is found to be false.

Operation of the Arts Places Criteria

Parents and carers complete both the Local Authority application form and the Arts College application form if applying for an 'Arts College' place (20 places). Completed Arts College application forms should be returned to the College by Monday 5 October 2020 at 9.00 am.

During October, contact will be made with parents and carers of Arts College applicants selected on the basis of their application form. Workshops with these students will then be held week commencing Monday 12 October 2020. The students will be required to take part in two workshops in their preferred art forms, as selected on the application form. Final selection will occur after these workshops.

Late Applications for Year 6 into Year 7 Admissions

The Local Authority will send the College the details of late applications. If there is a space, the College will rank the applications applying the admissions criteria and send the rank order back to the Local Authority. The Local Authority allocate the place. Applicants will be added to the waiting list if this is requested by the parent/carer.

Waiting List Information for Year 6 into Year 7 Admissions

The College waiting list is kept by the Local Authority till December of that year.

The Local Authority will ask the College to rank order the waiting list, applying the admissions criteria.

When a place becomes available it will be filled by one of the applicants on the waiting list in accordance with the oversubscription criteria. Priority will not be given to children on the basis that they have been on the waiting list the longest.

In-year Applications and In-year Waiting list

The Local Authority will contact the College when there are any new in-year applications. If the College has a space available and there are no students on the waiting list, the applicant would be offered a place.

The College keeps a waiting list for in-year applications and ranks this applying the admissions criteria. If there is not a place available, the applicants can request to be added to the waiting list.

Waiting lists will be cleared at the end of each school term. If you wish your child's name to remain on the waiting list for the remainder of the academic year, you will need to inform the School Admissions team, in writing, by the start of each subsequent term.

Fraudulent Applications or Misleading Applications

The College would report any fraudulent applications or misleading applications to the Local Authority who has the right to investigate any concerns they may have about an application and to withdraw the offer of a place if it is considered that there is evidence that an applicant has made a fraudulent claim or provided misleading information.

Conflicting Applications

If we receive more than one application for the same child (made by separated parents) and where the home address and/or the preferences do not match, neither application will be processed until such time that the parents can agree on both the address and the preferences. If no agreement can be made, parents are recommended to seek legal advice. If an agreement cannot be reached before the closing date, this may affect the chances of your child being allocated a place at the College.

Co-ordinated Process

We adhere to the Northamptonshire Co-ordinated Admission process, we follow the admission timelines.