

## Admission arrangements for Tudor Grange Academy Kingshurst 2023-2024

A variation to the determined arrangements was sought in July 2021 in response to a change to the Schools Admissions Code.

The new code, [Schools Admissions Code \(2021\)](#) is in force from 1<sup>st</sup> September 2021. The variation is marked in yellow on this policy

### 1. Published Admission Number

1.1 The Published Admissions Number for admission to Year 7 in September 2022 is 250.

If the number of applications received exceed this number, places will be offered in priority order according to the following oversubscription criteria.

### 1.2 Oversubscription Criteria

- Priority 1** Looked after children and previously looked after children who are now adopted or subject to a residence order or special guardianship order
- Priority 2** Children whose exceptional social or medical reasons can only be met by Tudor Grange Academy Kingshurst. **This includes children who appear (to the admission authority) to have been in state care outside of England and have ceased to be in care as a result of being adopted, as well as children who were adopted (or subject to child arrangement orders or special guardianship orders) immediately following having been looked after in England.**
- Priority 3** Children who will have a brother or sister attending the school at the same time (year 7 – 11)
- Priority 4** Children who normally live in the priority area for Tudor Grange Academy Kingshurst
- Priority 5** All other children

### 2. Important Notes

- 2.1 Children with an education health and care place that names Tudor Grange Academy Kingshurst will be offered a place at the school. The Inclusion and Access Team process applications. This will reduce the number of places available.
- 2.2 Applications with exceptional social or medical reasons must be supported by independent professional evidence. The Cabinet Member Advisory Group for Admissions will consider applications and evidence and make recommendations to Cabinet Member, who will grant priority 2 to applications with exceptional social or medical reasons.

## 2.3 Definition of a brother or sister

A brother or sister must live at the same address and could be:

- a brother or sister sharing the same parents;
- a half-brother or half-sister, where two children share one parent.
- A step brother or sister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same sex couples the same legal status as married couples).
- Separate children of couples who live together; or are adopted or fostered brother or sister.

The priority area for Tudor Grange Academy Kingshurst is the area covering a three mile radius from the school.

## 2.4 Distances are measured by Solihull Local Authority admissions system.

The admissions system uses six-figure grid references provided by the Local Land and Property Gazetteer (LLPG). The grid references provide a unique point on each property.

## 2.5 If a priority group has more applicants than places available a computerised random allocation system will be used to decide which applicants should be allocated places.

## 3. Late applications and changes to applications for normal intake

### 3.1 Applications, received after the closing date, are late and will be processed after the offer day.

## 4. Application procedure for the normal intake

### 4.1 All applications for Tudor Grange Academy Kingshurst should be made to the Local Authority in which the child resides.

### 4.2 A Secondary Education booklet is available for parents and comprehensive information on how to make an application will be published on the relevant Council's website.

### 4.3 Applications should be received by the published closing date, and all applications are subject to address checks.

### 4.4 Parents will be advised on the outcome of their application by the Local Authority in which the child resides.

### 4.5 Where a place at Tudor Grange Academy Kingshurst cannot be offered and it is ranked higher than the school place offered by the Local Authority, parents will be given a reason for refusal and will have the right of appeal.

4.6 The places that are offered are provisional and are dependent upon the circumstances of the application remaining unchanged until the date of admission to the school. It is important that parents provide any information relating to changes in circumstances, as soon as they occur. Offers based on a priority area or distance will be withdrawn if a house move results in the application having a lower priority.

## **5 Application procedure for in-year admission (admission at any time other than the normal intake)**

5.1 An in-year admission is at any time other than the normal point of intake.

5.2 All applications for admissions will be managed by Solihull School Admissions Service, on behalf of Tudor Grange Academy Kingshurst. All applications and enquiries should be made to Solihull Schools Admissions Service.

5.3 The oversubscription criteria and definitions set out in 1 and 2 above will apply to in-year admissions.

5.4 All applications will be subject to address checks. If a place cannot be offered applications will be prioritised for the waiting list using the oversubscription criteria for the normal intake.

5.5 Where Tudor Grange Academy Kingshurst is ranked higher than the school offered a reason for refusing to offer a place will be given. Parents will have the right of appeal.

5.6 Tudor Grange Academy Kingshurst will take a full part in the application of Solihull Local Authority Fair Access Protocol. Where the Fair Access Protocol requires Tudor Grange Academy Kingshurst to offer a school place, this priority will supersede all other children on the waiting list.

## **6 Waiting lists**

6.1 A child's name will be added to the waiting list for Tudor Grange Academy Kingshurst where it is ranked higher than the school that has been offered.

6.2 Waiting lists are made in strict priority order against the published admission criteria for the school.

6.3 If a vacancy arises in a school, the place will be offered to the child with the highest priority. Where there are more applicants on the waiting list in a priority than places available, the place will be offered using the method of random allocation.

6.4 Applicants will be put on the waiting list for a half-term. Parents must telephone the council at the end of each half term if they want their child's name to stay on the waiting list. Those who do not telephone will be removed from the list.