



## Magnus Church of England Academy Admissions Policy 2017/18

Magnus Church of England Academy is part of the Diocese of Southwell & Nottingham Multi Academy Trust, who are the admissions authority for the academy.

### **Ethos Statement**

Magnus Church of England Academy is a Christian community that places emphasis on creating a culture of respect, trust and support. We care about and invest in our communities and each other. Our values are **LOVE, ASPIRE, TRUST, LEAD & LOOK BEYOND.** WE HAVE HIGH ASPIRATIONS FOR ALL MEMBERS OF OUR SCHOOL COMMUNITY. WE ARE AN INCLUSIVE SCHOOL. WE BELIEVE IN THE PURSUIT OF EXCELLENCE.

We welcome applications from all members of the community.

The Academy welcomes applications for admission in September 2017 in line with the timelines in Nottinghamshire County Council's coordinated scheme for children transferring from Primary Schools at age 11+. Parents should apply on a common application form through their own 'home' local authority. The number of places available is 210. If more applications are received by the published closing date than there are places available, then the following oversubscription criteria will apply

- 1) A "looked after" child" or a child who was previously looked after. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). See definitions below.
- 2) Children who attend a Primary School in the Magnus family (please see list under definitions) on the closing date for applications.
- 3) Children who, *at the time of admission*, will have a brother or sister at the school.
- 4) Children who, at the time of application, have been regular and frequent worshippers (i.e at least twice a month) at a Church of England Church for the previous twelve months. A parent/carer must complete the relevant section of the supplementary form and have it counter-signed by their Minister of Religion. The supplementary form must be returned to the school by the closing date
- 5) Children who, at the time of application, have been regular and frequent worshippers (i.e. at least twice a month) at any Christian Church which is a member of Churches Together in England for the previous twelve months. A minister or church leader's verification will be required. A parent/carer must complete the relevant section of the supplementary form

and have it counter-signed by their Minister of Religion. The supplementary form must be returned to the school by the closing date.

6) All other children.

Children with a statement of Special Educational Need or educational health and care plan (EHCP) that names Magnus Church of England Academy will be admitted, which will reduce the number of places available to other applicants.

In the event of oversubscription within any criteria places will be allocated on the basis of those living closest to the school measured as the crow flies from home to the main gate on Earp Avenue, measured using Nottinghamshire County Council's computerised distance measuring software. Where two or more applicants are equal in all respects and it is therefore not possible to differentiate between them, a method of random allocation will be used to allocate places (supervised by someone independent of the school).

The terms of the Nottinghamshire County Co-ordinated scheme for admissions will apply, including the dates specified in that scheme.

### **Sixth Form Arrangements**

The Academy has an open admission policy to the sixth form. The admission limit for external students in the intake year is 40. The oversubscription criteria are the same as those outlined above.

### **Children of UK service personnel.**

The Academy will allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address when considering their application against the oversubscription criteria.

### **Waiting List**

In the event of oversubscription, and where an application has been refused, the academy will operate a waiting list in line with Local Authority arrangements. A child's place on the waiting list will be determined by the above criteria and may go up or down depending on whether places become available or if late or mid-term applications are received. The academy will administer the waiting list for the duration of the coordinated admissions scheme, i.e. the end of the Autumn Term.

### **Withdrawing an offer of a place**

Any offers of a place found to be made on the basis of inaccurate information can be withdrawn. Such examples would indicate fraudulent application, intentionally misleading applications, a false claim to residence and the failure of a parent to respond to an offer of a place within 14 days.

### **Appeals**

All applicants refused a place in the academy have the right of appeal to an independent appeals panel. Details are given at the time of refusal. Appeals should be lodged within 20 school days of the date of notification of refusal of a school place to the clerk of appeals at Rothera Dowson, 2 Kayes Walk, Stoney Street, The Lace Market, Nottingham, NG1 1PZ (email: [t.redgate@rotheradowson.co.uk](mailto:t.redgate@rotheradowson.co.uk) and to the academy.

### **Hard to place students**

Magnus Church of England Academy participates in Nottinghamshire County Council's Fair Access Protocol (School Admissions Code 3.9 refers). Students will be admitted in accordance with the locally agreed protocol for "hard to place students."

### **Late and in-year applications**

Late applications are those submitted after the closing date for Nottinghamshire County Council's co-ordinated admissions scheme and will be dealt with in accordance with that scheme. Late applications will be considered up to the date outlined in the coordinated scheme, if the applicant can provide evidence that there were exceptional reasons for missing the closing date, for example family bereavement, hospitalisation or family trauma. All other applications received after this date will be considered late.

Applications for in-year admissions will be processed in line with Nottinghamshire County Council's in-year coordinated scheme. In the event of a place being available in the appropriate year group, then that will be offered. If no places are available the application will be refused and you will be given the right to appeal. Waiting lists are not held for in-year applications. Information about how to apply for in-year school places is available at

<http://www.nottinghamshire.gov.uk/education/school-admissions/changing-school>

### **Admission of Children outside the normal age group**

Parents may seek a place for their child outside the normal age group; for example if the child is gifted and talented or has experienced problems such as ill health. Children should only be educated out of the normal age group in very limited circumstances. Further details can be found at

<http://www.nottinghamshire.gov.uk/education/school-admissions/when-to-apply-for-a-school-place>

## **DEFINITIONS**

### **The Magnus family of schools**

The following schools are part of the Magnus family of schools:

- Barnby Road Academy
- Bishop Alexander Primary & Nursery
- The Sir Donald Bailey Academy
- William Gladstone C of E Primary
- Lover's Lane Primary & Nursery
- Manners Sutton Primary
- Mount C of E Primary & Nursery

### **Looked after Children and Previously Looked After Children**

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 the school.

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 in accordance with 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). This includes children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002. Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989

defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

An adoption order is an order under Section 46 of the Adoption and Children Act 2002. A residence order and child arrangements order is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a "special guardianship order" as an order appointing one or more individuals to be a child's special guardian (or special guardians).

### **Brothers and Sisters**

Brothers and sisters include;

A brother or sister who share the same parent

A half-brother or half -sister where two children share one common parent

A step brother or step sister, where two children are related by a parent's marriage

Adopted or fostered children living in the same household under the terms of a residence order.

Where one child of a multiple birth can be admitted, the other child/children will be admitted, even where this causes the published admissions number to be exceeded.

### **Parent**

Section 576 of the Education Act 1996 defines 'parent' to include:

- All natural parents, whether they are married or not; and
- Any person who, although not a natural parent, has parental responsibility for a child or young person; and
- Any person who, although not a natural parent, has care of a child or young person.

Having parental responsibility means assuming all the rights, duties, powers, responsibilities and authority that a parent of a child has by law (defined in the Children Act 1989). People other than a child's natural parents can acquire parental responsibility through:

- Being granted a residence order
- Being appointed a guardian;
- Being named in an emergency protection order (although parental responsibility in such a case is limited to taking reasonable steps to safeguard or promote the child's welfare); or
- Adopting a child

### **Residence**

The child's place of residence is taken to be the parental home, other than in the case of children fostered by a local authority, where either the parental address or the foster parent address may be used. Where a child spends part of the week in different homes, their place of residence will be taken to be their parent or parents' address. If a child's parents live at separate addresses, whichever of the two addresses the child permanently spends at least three 'school' nights, i.e. Sunday, Monday, Tuesday, Wednesday or Thursday, will be taken to be the place of residence. Addresses of other relatives or friends will not be considered as the place of residence, even when the child stays there for all or part of the week. The Governors may seek proof of residence.

### **Churches Together in England**

Member churches can be viewed on

[http://www.cte.org.uk/Groups/234690/Home/About/Member\\_Churches\\_of/Member\\_Churches\\_of.aspx](http://www.cte.org.uk/Groups/234690/Home/About/Member_Churches_of/Member_Churches_of.aspx)

### **VISITING OUR SCHOOL**

We organise Primary School and Sixth Form Open Evenings, when prospective parents and pupils have an opportunity to visit the school. We are also always pleased to show parents and prospective parents around during the school day, if you would like to visit the school and meet the Head Teacher before applying to attend Magnus CofE Academy, please call 01636 680066 to arrange an Appointment.