Admission Arrangements for 2020/2021

Introductory Statement

Rosecliffe Spencer Academy is a primary school built with a clear commitment to serve the local community of the new development at Sharphill, and to support the creation of a community in this area.

This document sets out the admission arrangements for the Rosecliffe Spencer Academy.

At Rosecliffe our education delivers real life experiences for students, promotes independent enquiry and stimulates intellectual curiosity; whilst developing a strong sense of individual responsibility and a personal belief and confidence. All of our students fulfil their potential and make unparalleled progress. They are fully prepared for the next phase of their education and have unrivalled opportunities to become future leaders.

Admission Numbers

The school has an admission number of 45 in Reception in 2020/21 and in the first year will admit 15 places in each year group 1-6.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

Application Process

Admissions for children to attend the school for 2020-21 are considered by the Academy Trust, but applications are processed by the local authority as part of the co-ordinated admissions process. This means that you need to complete your child's home local authority application form.

If you live in Nottinghamshire, you should apply online at www.nottinghamshire.gov.uk/admissions or by telephone on 0300 500 8080. If you live outside Nottinghamshire, you need to contact your home local authority for information about the admissions process.

The national closing date for applications is 15 January 2020.

Applications for Year 1 to Year 6

Admissions for children to attend the school for 2020-21 will be considered by the Academy Trust, but applications will be processed by Nottinghamshire County Council. You can apply online at www.nottinghamshire.gov.uk/admissions or by telephoning the school admissions team on 0300 500 80 80.

Decisions for all year groups will be sent to parents on 16 April 2020. Thereafter, applications will be processed on a weekly basis and decisions communicated to parents.

Oversubscription Criteria

When the school is oversubscribed, (i.e. more applications than places available), after the admission of pupils with an Education, Health and Care plan naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.
2. Children who live in the catchment area at the closing date for applications and who, at the time of admission, will have a brother or sister attending the school
3. Children who live in the catchment area at the closing date for applications
4. Children who live outside the catchment area and who, at the time of admission, will have a brother or sister attending the school
5. Other children

Tie-Break

Within each criteria, the child living closest to the central point of the new school will be given priority. Distances will be measured from this central point to an address point (using eastings and northings as defined by Ordnance Survey) to the child's home using Nottinghamshire County Council's computerised distance measuring software.

In the event of two distances being equal, lots will be drawn by the LA to decide who will be admitted.

Late Applications

All applications received by the LA after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, the child's name is placed on the waiting list and the application refused.

All applications received after the national closing date, 15 January 2020, will be considered after those received on time and in accordance with the dates outlined in Nottinghamshire County Council's coordinated scheme.

Deferred Entry for Infants

Parents offered a place in reception for their child have a right to defer the date their child is admitted, or to take the place up part-time, until the child reaches compulsory school age. Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made.

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 August, 31 December and 31 March.

The parents of a summer born child (born between 1 April and 31 August) may choose not to send that child to school until the September following their fifth birthday. Typically this means their child will start school in year 1, forfeiting reception. If a parent wishes to delay their child's admission to school until compulsory school age, and wants their child to be admitted to reception, the parent must request that the child is admitted out of the normal age group – to reception rather than year 1. If you are considering this option you should contact the Academy Trust for more information.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested, and the year group in which they wish their child to be allocated a place.

When such a request is made, the academy trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

Waiting Lists

The school will operate a waiting list for all year groups. Where the school receives more applications than there are places available, a waiting list will operate until the end of the first term after the beginning of the school year i.e. 31st December 2020. This will be maintained by the Academy Trust 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 application being refused.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.
Appellants should contact the school office within 20 school days of the refusal letter. For information about appealing please contact newschool@satrust.com. Information on the timetable for the appeals process will also be available on the school's website www.rosecliffespencer.co.uk

Notes

Home address: The child's place of residence is taken to be parental home, other than in the case of children fostered by a local authority, where either the parental address or that of the foster parent may be used. If child's parents live at separate addresses, the address where the child permanently spends at least three 'school' nights (Monday, Tuesday, Wednesday, 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 if the child stays there for all or part of the week. Evidence that a child's place of residence is permanent may also be sought and this should prove that a child lived at the address at the time of the application.

Brothers and Sisters: The following are considered:

- Brothers and/or sisters who share the same parent(s)
- A half-brother, half-sister or legally adopted child living at the same address
- A child looked after by a local authority placed in a foster family with other school age children
- A step-child or children who are not related but live as a family unit, where parents both live at the same address as the child

Catchment Area

Click here to download a map our Rosecliffe Spencer Academy's catchment area.