



# **Determined Admission Arrangements for Crestwood School**

(Normal Age of Entry - September 2022)

**February 2021**

**Headteacher: Mrs C Sutton BA Hons NPQH**

**Bromley Lane  
Kingswinford  
Dudley  
DY6 8QG**

## Document Summary

### Principles:

The School has an Inclusive Education Policy which aims to maximise the opportunity to meet parental preference and to meet the individual needs of children at their preferred school wherever possible.

The admission arrangements set by the Governing Body ensure that the process is fair and equitable for all.

### Legal Context:

- The School Admissions (Admissions Arrangements and Co-Ordination of Admission Arrangements) (England) Regulations 2012
- The Education (Admission of Looked After Children)(England)Regulations 2005
- School Admissions Code 2014

### School Admissions Policy for Normal Age of Entry in September 2022

*Children will not be discriminated against as laid down by the Sex Discrimination Act 1975, The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, The Human Rights Act 1998, The Special Educational Needs and Disability Discrimination Act 2005 and The Equality Act 2010.*

### Published Admission Number – 210

**The following criteria will be used to allocate the available places at Crestwood School when oversubscribed i.e. receive more applications than spaces available.**

All preferences for Crestwood School will be assessed against the following priorities, **regardless of ranking.**

- a) First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. See notes below.
- b) Second priority for admission shall be given to children with a “serious and ongoing medical condition” where the school is the most appropriate school to meet the condition.  
*(Parents must provide supportive information from their child’s Hospital Consultant at the time of application in order to be considered under this criteria. This supportive information should include information about the needs of the child and should detail the difficulties the student would experience if they had to attend another school. Parents should also indicate why the preferred school is the most appropriate to meet their child’s medical condition rather than any other school. The Governing Body will not seek to obtain medical evidence on behalf of parents.)*

- c) Third priority for admission shall be given to children who have a brother/sister, half brother/sister (where the children share one common parent), or step-brother/step-sister, living at the same address and who will still be attending the preferred school in September 2022. (NB: this does not include pupils attending the sixth form)
- d) Admission shall be given to five percent (5%) of the PAN (210 cohort) who can demonstrate a significant sporting aptitude. This will be determined by a selection test based on sporting skills and athleticism.
- e) Admission shall be given to five percent (5%) of the PAN (210 cohort) who can demonstrate a significant performing arts aptitude. This will be determined by a selection test based on an aptitude test for their chosen Performing Art.

We wish to preserve the gender balance of our year groups so the intention is that in d and e above, the 21 students admitted in this way will be made up of 10 boys and 11 girls or vice versa.

Any places that remain available once the above applicants have been admitted will be filled according to those children who live closest to the school, determined by a straight line measurement in metres, from the home address to the main entrance of Crestwood School.

Note: Random allocation will be used as a tie break, to decide who has the highest priority for admission if the distance between two children's homes and the school is the same.

### **Notes**

- Relevant looked after children means children who are looked after by a Council in accordance with section 22 (1) of the Children Act 1989 and who is (a) in care of a Council, or (b) being provided with accommodation by a Council in the exercise of their social services functions.
- A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.
- An adoption order is an order under section 46 of the Adoptions and Children Act 2002. A Child Arrangement 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).
- In accordance with legislation, a child with a Health and Care Plan (EHCP), will be offered a place at the school named in the EHCP as the most appropriate to meet the child's individual needs, this may reduce the amount of places available for children who do not have a EHCP.
- Definition of brother or sister also relates to adopted or fostered children living at the same home address.
- The home address is considered to be the child's (along with their parent(s)) genuine principal place of residence at the time of the allocation of places ie where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than guardianship), the friend or relative's address will not be considered for allocation purposes.

- Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week, then the home address will be determined as the address where the child lives for the majority of the school week. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes. At least one item of proof must demonstrate where the child lives.
- Special conditions will apply in the event that one child from a set of twins or triplets does not gain admission to the preferred school through the admissions criteria. The Governing Body will exceed the admission number to prevent separation of twins/triplets.

### **Late Applications**

Preferences that are received after the closing date will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each circumstance supportive documentary evidence must be provided by the parent/carer at the time of application.

### **Waiting Lists**

If the School is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the School's published admissions criteria and the list will operate from the point of allocation of places until 31 August 2023.

Inclusion on the School's waiting list does not mean that a place will eventually become available there. A child's position on a waiting list is not fixed and is subject to change during the year ie they can go up or down the list.

If a parent requests that their child's name be added to the waiting list of a school that was ranked lower on the preference form than the school allocated, the child's name will be placed on the waiting list in accordance with the published admissions criteria.

Places that become available (below the published admissions number or any number that the School agree they can admit) between the point of allocation and 31 August 2023 will be offered to children according to their ranking on this list i.e those ranked highest will be offered first.

### **Application Process**

For admissions at the normal point of entry the Local Authority will co-ordinate all applications for all schools in Dudley.

In year admission applications will be co-ordinated by the Local Authority.

### **Repeat Applications**

It is not the Governing Body's Policy to consider repeat applications in the same academic year unless there have been significant and material changes in the circumstances of the applicant.

### **Admission of Children Outside of their Normal Age Group**

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents should make their application to the Governing Body setting out the reasons why they believe their child should be taught outside of their chronological age group.

These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by the Governing Body who will take into account the circumstances of the case. Parents do not have the right to insist that their child is admitted to a particular year group.