

Hampton Gardens admission arrangements for September 2019

Applications will be processed through the Peterborough City Council coordinated admissions scheme.

Hampton Gardens is a secondary free school, which opened in September 2017 to serve the communities of Yaxley and Hampton East.

Admission number

The free school has admissions numbers of

- **210** for entry in Year 7 in 2019
- **100** for entry in Year 12 in 2010

The free 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 local authority will offer places at the free school to all those who have applied.

Oversubscription criteria

When the free school is oversubscribed, 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.¹
2. Children living in catchment with a sibling² on roll at the time of admission

¹These criteria will apply to year 7 admissions and to any children who meet the academic entry criteria for year 12, if year 12 is oversubscribed

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).

for the purposes of admissions, the definition of a sibling is as follows: 'sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.' Every effort will be made to ensure that brothers and sisters (as defined above) and those from multiple births can attend the free school if this is a stated parental preference.

3. Children living in Catchment (see map)
4. Children of members of staff, provided that they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.
5. Other children with a sibling on roll at the time of admission
6. Other children

Oversubscription in Year 12

When the sixth form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted/permitted to progress.

When there are more eligible external applicants (i.e. that satisfy any academic entry requirements), priority will be applied in the same order as for Year 7 (i.e. the same oversubscription criteria apply).

Hampton Gardens School admits at Y12:

The school will not have its own Year 11 students to transfer into Year 12 until September 2022. The school will consult during 2020 on Year 12 admissions arrangements for September 2022 onwards.

Applications for entry to Year 12 are made directly to the Hampton Academies Trust and must be received by 31st January prior to the September of admission and offers are issued by 30 April. All offers are provisional, based upon predicted GCSE performance and are either confirmed, revised or declined when the actual GCSE results are published in August each year.

Applications can be submitted electronically or in hardcopy to the Director of Sixth Form.

The school will admit any pupils with a statement of SEN or with an Education, Health and Care plan naming the school.

The school offers 4 different academic pathways. Applicants are required to have met the following minimum academic standards for their chosen study pathway. These are:

- For a level 2 vocational pathway: **students who achieved four GCSE or equivalent passes at 3/D grade or above.**
 - For a level 3 vocational pathway: **students who achieved five GCSE or equivalent passes at (4-9/ C or above)**
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 - For an A level/BTEC combined pathway: **students who achieved at least six GCSE or equivalent passes (4-9/ C or above), but who did not get at least a 4 in either English, Maths or both.**
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- For an A level pathway **students who have achieved at least six GCSE or equivalent passes (5-9) including English and Maths.**

To be permitted to study certain A level courses on the A level or combined A level/BTEC pathways, students will have been expected to have achieved a minimum 6/B grade at GCSE (see the school website for specific details of course requirements).

In all cases, students without English and Maths at grade 4/5 or above will have to continue to study the subjects and resit the exams (in accordance with the national policy at the time).

Any applicant who has met the minimum academic entry standards for the 6th form, but who has failed to meet the academic standards for their chosen course will be offered a course for which they have met the academic standards.

Tie-break

In cases of equal merit, priority will be given to the child living nearest the school as measured by a straight line. Distance is measured using the local authority's geographic information system (GIS) from the seed point located at the child's home address to the seed point for the school, using a straight line. (The seed point is taken from Ordnance Survey's (OS) Address-Point dataset. It is used to locate individual residential and school addresses using grid references.)

In case of flats, the priority is that of floor level i.e. basement, ground, first, second etc, in that order.

In cases of exactly the same measurement where no differentiation can be established, a lottery will be used to decide the allocation of the place.

Late applications

All applications received by the local authority if after 31 October for Year 7 will be considered to be late applications. Late applications will be considered after those received on time. For Year 7, the local authority will then allocate late places in the same order of priority. In cases of equal merit, priority will be given to the child living nearest the school measured by a straight line as above.

For Year 12, allocations received after 31 January will be considered to be late applications and the school will then allocate places in the same order of priority. In cases of equal merit, priority will be given to the child living nearest the school measured by a straight line as above.

If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

Admission of children outside their normal age group

Parents may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting his or her schooling. 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 head of school and any supporting evidence provided by the parent.

If a request is refused, the child will still be considered for admission to their normal age group.

The process for requesting such an admission is as follows:

With the application, parents should request in writing that the child is admitted to another year group (state which one), and the reasons for that request.

Parents will submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

- information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group; and
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

We will also ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal.

Waiting lists

The free school will operate a waiting list for each year group. Where in any year the free school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. 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 unsuccessful application.

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 Peterborough City Council's admissions team for information on how to appeal. Appeal requests must be received by Peterborough City Council within 20 school days of the national offer day, or 20 school days after notification of a late place offer. Information on the timetable for the appeals process is on the Peterborough City Council website.

Catchment Area

