



Admissions

2019/2020

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| Consultation Date | 15/12/2017 |
| Determined By | NPA Academy Council |
| Determination Date | 26//02/2018 |
| Next Review Date | December 2018 |

1 Introduction

1.2 The Academy provides for pupils aged 11-19 and has 2 Normal Points of Entry, at the start of Year 7 and the start of Year 12. Applications for Year 7 Point of Entry will be co-ordinated by Peterborough City Council in accordance with its common application procedures and Paragraphs 3, 4, 5 and 6 below. Arrangements for late admission into Year 7 and for admission to other year groups will be co-ordinated by the Academy Council in accordance with paragraphs 6, 7 and 8 below. Admission to Year 12 will be co-ordinated via UCAS Progress.

2 Admission Number

2.1 The Academy's Published Admission Number is set at 240 for admission to Year 7, and at least 240 pupils will be admitted each year to Year 7 at the Normal Point of Entry provided sufficient eligible applications have been received. Where fewer than 240 applications have been received, all applicants will be admitted.

For admission numbers for Year 12 see below.

3 Ordinary Applications for the Normal Point of Entry to Year 7

3.1 Application for admission to Year 7 should be made to the local authority in whose area the applicant is normally resident by the closing date of October 31st of the preceding year.

3.2 Applications will be co-ordinated by Peterborough City Council who will consult as required with the Academy's Academy Council.

3.3 Places will be offered to all successful applicants by Peterborough City Council by March 1st. Where the Academy is oversubscribed, places will be awarded on the basis of the oversubscription criteria set out in Paragraph 6 below.

4 Late Applications for the Normal Point of Entry

4.1 Applications received after the closing date and before the Normal Point of Entry will be dealt with by Peterborough City Council in accordance with its procedures for late applications, after places have been awarded to on time applications. Further details on the PCC procedure for late applications can be found in the Secondary school admission booklet available on the PCC School admissions website.

4.2 Where the Academy is oversubscribed as a result of late applications, these applications will be judged according to the oversubscription criteria for each Normal Point of Entry.

4.3 Places will be offered to successful applicants by March 1st for Year 7 or as soon as possible thereafter and in any case before September 1st for the Normal Point of Entry for Year 12.

5 Acceptance of Offer of a Place

5.1 Where an offer is made, the applicant should be notified that they have 10 school days in which to accept the offer. Where an offer is not accepted by the applicant in writing within 21 school days, the Academy Council reserves the right to withdraw the offer and offer that place to the next applicant on the waiting list.

6 Oversubscription Criteria

Year 7 Admissions

6.1 The Academy will admit children with a Statement of Special Educational Needs or Education, Health and Care Plan which names the Academy as the appropriate school for the child.

6.2 Remaining places will be allocated according to the following criteria, in order of priority:

- i. 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 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).
- ii. Children who live in the catchment area of Nene Park Academy*, attend primary schools** within the catchment area of Nene Park Academy and who have a sibling*** at the school at the time of application;
- iii. Children who live in the catchment area of Nene Park Academy* with a sibling*** at the school at the time of application;
- iv. Children who live in the catchment area of Nene Park Academy* who are attending the primary schools** within it;
- v. Children who live in the catchment area of Nene Park Academy*;
- vi. Children who live outside the catchment area of Nene Park Academy*, who are attending primary schools** within it and who have a sibling*** at the school at the time of application;
- vii. Children who live outside the catchment area of Nene Park Academy* who have a sibling*** at the school at the time of application;
- viii. Children who live outside the catchment area of Nene Park Academy* who are attending the primary schools** within the catchment area;
- ix. Other children

| Criteria | In Catchment Area of Nene Park Academy* | Primary School in Catchment** | Sibling*** |
|----------|---|-------------------------------|------------|
| ii | ✓ | ✓ | ✓ |
| iii | ✓ | | ✓ |
| iv | ✓ | ✓ | |
| v | ✓ | | |
| vi | | ✓ | ✓ |
| vii | | | ✓ |
| viii | | ✓ | |

Additional Notes

*The Catchment Area for Nene Park Academy can be found via the following links:-

In the first instance the following link gives a broad indicator of the Nene Park Academy Catchment Area:-

<http://www.neneparkacademy.org/attachments/download.asp?file=1754&type=PNG>

The Peterborough City Council website provides a more specific interactive map and a School Catchment Area List by street of residence:-

<https://www.peterborough.gov.uk/residents/schools-and-education/school-admissions/catchment-area/>

**Primary schools in the catchment area are:- St Botolphs Church of England Primary School, Nene Valley Primary School, Woodston Primary School, St Augustine's Church of England Junior School, Braybrook Primary School, Leighton Primary School and Elton Church of England Primary School.

*** A sibling is defined as a 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 must be normally resident in the same family unit at the same address and on roll at the time of application.

Where places are oversubscribed within any of the above groups, priority will be given to children living nearest to the Academy. Distance is measured using the Councils Geographic Information System (GIS) from the Ordnance Survey (OS) seed point located at the child's home address to the OS seed point for the school, using a straight line

After the admission criteria has been applied, should applications for siblings whose birthdays are in the same academic year fall either side of the school's Published Admission Number the school will admit above the PAN in order to allocate all siblings to the same school.

Tie Breaker

Where 2 applications cannot be otherwise separated a Tie Breaker will apply and random allocation will be used. This process will be independently verified. The school will use a random number generator in this procedure.

Post-16 Admissions

6.3 All pupils on the Academy's roll in Year 11 will be entitled to continue their education at the Academy into Year 12 provided they meet the minimum academic entry criteria as set out below.

6.4 Applications to the 6th Form must be made via UCAS Progress with a deadline of the national GCSE Results day in August.

6.5 Admissions to the 6th Form will be from

- i. Students currently on roll in Year 11 at the school (internal)
- ii. Students not on roll at the school (external) the admission number for external students will be a minimum of 10.

6.6 To be admitted to Year 12 a student must achieve a minimum level of formal qualification. The entry requirements are the same for internal and external applicants:-

- i. At Least 5 9-4 levels at GCSE or equivalent – please check the Nene Park Academy Post 16 Prospectus for the most up to date entry requirements as this will change each year.
- ii. For any subjects studied at GCSE that the student wishes to take forward to Level 3 there will apply a minimum entry requirement – please check the Nene Park Academy Post 16 prospectus for details.
- iii. We will consider someone with a lower GCSE profile, offering an appropriate programme of courses where this is possible and considered by Nene Park Academy to be in the best interests of the student.
- iv. Students who did not achieve a Good pass in English or Maths will be required to undertake study for a re-sit with the aim of gaining at least a Good Pass in by the end of KS5.

Where the Academy Council determines that there are one or more vacancies, an offer of admission will be made in respect of all applications subsequently received up to the limit of available vacancies.

Post 16 Oversubscription Criteria

6.7 Where the number of applicants exceeds the Published Admission Number the following Criteria will apply:-

- i. 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 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).
- ii. Children who live in the catchment area of Nene Park Academy* with a sibling*** at the school at the time of application;
- iii. Children who live in the catchment area of Nene Park Academy*;
- iv. Children who live outside the catchment area of Nene Park Academy* who have a sibling*** at the school at the time of application;
- v. Other children

| Criteria | In Catchment Area of Nene Park Academy * | Sibling*** |
|----------|--|------------|
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7 Appeals

The parents (and/or in the case of a sixth form place, the student) of any child refused a place at the school have a right to appeal to an independent appeal panel. The decision of the independent appeal panel is binding on all parties.

8 Waiting List

8.1 Where the Academy is oversubscribed for the Normal Point of Admission, all unsuccessful applicants will be placed on the waiting list which will be administered by Peterborough City Council up to the Normal Point of Admission and thereafter by the Academy's Academy Council, their position on the waiting list is determined by application of the oversubscription criteria. This means that names can move down the list if, e.g. someone moves into the area and is higher placed under the oversubscription criteria.

8.2 Where the Academy's roll in Year 7 falls below 240 up to December 31st, an available place will be offered to the next applicant on the waiting list. Paragraph 5 will apply in respect of acceptance of any places offered in this way.

8.3 The Academy will maintain a waiting list until December 31st in the case of Year 7 or June 30th for other years. After these dates all names will be removed from the relevant waiting list. If a parent wishes their child to remain on the waiting list they must notify the school before these dates. Applications received after 30th June will be considered for admission for the next academic year.

9 Indicative School Capacity for In-Year Applications for Admission

9.1 Throughout the period September to December inclusive the Academy will continue to offer places to applicants until the roll reaches the following number of students in each year group:

Year 7: 240

Year 8: 240

Year 9: 190

Year 10: 180

Year 11: 180

Year 12: 150

At other times – that is, for applications received during the course of the academic year - where there are fewer student numbers than specified above for each year group, the Academy Council will determine the maximum number of pupils that can be admitted to that year group for the remainder of the year, taking into account the size of teaching groups, the efficient use of available resources and any Fair Access Protocol agreed by the Academy with Peterborough City Council or with individual schools within Peterborough.

10 Admission of Children outside 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. It is important for parents to note that they will have responsibility for providing evidence to support their request.

If parents wish for their child to be considered for admission to a year group which is outside their normal age group, then they must:

- a) Contact Peterborough City Council in the first instance to discuss their application.
- b) Provide a letter outlining reasons for the request and all supporting letters and/or documentary evidence in support of the application to the Principal at Nene Park Academy.