



The Grange School Admissions Policy Effective from: September 2018

Applies to:	Parents/Carers
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Document Control

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Change Record

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Version 1	September 2016	Marketing and Communications Officer		Final approved version
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Document Management

Governance Area of Responsibility:

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Finance	
Health and Safety	
Safeguarding	
SEND	
Personnel	
Other:	



The Grange School Admissions Policy 2020-21

Policy Date: September 2018
Review Date: September 2019

The Grange School is a Trust School and part of the Aylesbury Learning Partnership, whose partners currently include: Turnfurlong Infant School; and Ashmead Combined School; The Co-operative Movement and Buckinghamshire County Council. As such the Governing Body is the Admissions Authority and is responsible for the decisions on admissions to the school.

The Grange School's Planned Admission Number (PAN) for Years 7-11 is 240 students per year group.

The school's admissions procedure is coordinated by the Local Authority and follows The **Coordinated Admission Scheme** for Secondary Schools in the Area of **Buckinghamshire County Council**.

Parents and Carers are able to obtain information and application details via Buckinghamshire County Councils website or contacting Buckinghamshire County Council Admissions Team at:

Admissions Team, School Organisation, County Hall, Aylesbury, BUCKS HP20 1UZ

Telephone: 01296 383250

Fax: 01296 383016

Email: admissions@buckscc.gov.uk

All applications must be made in accordance with the Buckinghamshire coordinated admissions scheme.

The Governing Body is required by section 324 of the Education Act 1996 to admit to the school a child with a statement of special educational needs that names the school. These children will therefore be admitted prior to applying the admission rules.

Details of the dates for timely applications and how late applications are handled are given in the secondary and in year schemes and the detailed timelines for late admission



are given in the parents' guide.

If there are more applications received than the places available at The Grange School then places will be allocated within the secondary and in year schemes in accordance with the school's admission rules.

Admission Rules

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became the subject of an adoption, residence or special guardianship order. (See Note 1)
2. Children who have exceptional medical or social needs supported by written evidence from a doctor, social worker, educational welfare officer or other appropriate person. (See Note 2)
3. Children living within the catchment area of the school. (See Note 3)
4. For the main point of admission: Siblings (See Note 4) of children in Years 7 to 10 who are on the roll of the school at the time allocations are made, and are expected to be on the school roll at the time of the proposed admission.

For immediate casual admission after the normal point of entry:
Siblings of children who are in Years 7-11 at the time of admission.

5. Children of members of staff of schools within The Aylesbury Learning Partnership Schools (currently The Grange School; Turnfurlong Infant School; and Turnfurlong School) where the member of staff has been employed at the School for two or more years at the time at which the application is made and / or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
6. Once the above rules have been applied then any further places will be offered in distance order; using the distance between the family's Normal Home Address (See Notes 5 and 6) and the school's nearest open entrance gate offering the closest first. We use a straight line distance. (See Note 7).
7. Where a school can take some, but not all, of the children who qualify under one of these rules, we will give priority to children by taking account of the next rule (or rules) in the numbered list to decide who has priority for a place.

Explanation of terms used in the admission rules

Note 1: Definition of Child in Care

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). This covers



accommodated children and those who are in care under a **Care Order**/interim order. This can include: living with family or friends, in foster care, a children's home, residential school, special school or in supported lodgings.

This includes children who were previously looked after and immediately after being looked after became the subject of an adoption, residence or special guardianship order as set out below.

Other definitions:

adoption order: ' under Section 46 of the Adoption and Children Act 2002'

residence order: is an order setting the arrangements to be made as to the person with whom the child is to live under section 8 of the children's Act 1989

special guardianship order: ' an order appointing one or more individuals to be a child's special guardian (or special guardians) under Section 14A of the Children Act 1989

Note 2: Exceptional Social and Medical process

Education Professionals will consider the applications under this rule on receipt of information from the parent to indicate strong reasons for the child attending a particular school. When making an application parents should send evidence from an independent professional person (this might be a doctor, health visitor, or Education Welfare Officer, for example) who knows about the child and supports the application to the school. It must clearly show why the school is the most suitable and any difficulties if alternate schools were offered.

Note 3: Secondary School Catchment Areas

The school's catchment map can be found on the school's website:

<http://www.grange.bucks.sch.uk/Admissions>

Note 4: Definition of sibling

A sibling is a brother or sister. For admission purposes we mean one of two or more individuals who have one or more parent in common, or any other child (including an adopted child) who permanently lives at the same address and for whom the parent also has parental responsibility.

A pupil in a secondary school will only count to provide a priority to a sibling if he or she is attending the school in Y7 to Y10 at the time allocations are made (March 2016 for the main point of entry) and is still expected to be on the school's roll at the time of the proposed admission (September 2016) or Years 7-11 at the time of admission for in-year admissions.



Note 5: Definition of parent

This is as defined in law (the Education Act 1996) as either:

- Any person who has parental responsibility (defined in Children Act 1989) for the child or young person;
- Any person who has care of the child or young person.

Note 6: Definition of normal home address

This is the child's home address. This must be where the parent or legal carer of the child live together unless it is proved that the child is resident elsewhere with someone who has legal care and control of the child. The address should be a residential property that is owned, leased or rented by the child's parent(s) or person with legal care and control of the child.

To avoid doubt where a child lives with parents with shared responsibility, each for part of a week or month, the address where the child lives will be determined by

1. confirmation of the registered address to which Child Benefit is currently being paid, or, if child benefit is not received then the address from which the child in question is registered with the doctor.
2. If 1. above is not applicable then the parent with whom the child spends the greater proportion of the school week from Sunday evening to Thursday evening.

Note 7: Definition of home to school distance

The **straight line distance definition:** is 'the distance from the address point of the pupil's house, as set out by Ordnance Survey, to the nearest open school gate available for pupils to use'.

As part of the computer system we use for school admissions there is a program that measures the 'straight-line' distance from the nearest open school gate to your home address.

The point we measure to at your home address is determined by the Ordnance Survey ADDRESS-POINT which is an Ordnance Survey data product that provides a National Grid coordinate and a unique reference for each postal address in Great Britain that is on the Royal Mail's Post Office Address File (PAF®).

The PAF contains postal address data for approximately 26 million delivery points. These delivery points include premises that are shown on Ordnance Survey large-scale mapping data, such as buildings or permanent mobile and park homes, plus other features such as temporary buildings and houseboats.



Note 8 Multiple births – twins, triplets etc.

In cases where there is one remaining place and the next child on the waiting list is one of a twin, triplet or other multiple birth group then both twins would be admitted (or all the siblings in the case of multiple births) even if this goes above the admission number of the school.