

# BROCKINGTON COLLEGE



## Admissions Policy

(This policy applies to admissions for the 2017 - 2018 school year)

Brockington College, a Church of England Academy, has at its heart a distinctive Christian ethos. Based on our Christian foundation and values we seek to promote a culture of developing every person and therefore every school policy is written from this perspective, with a commitment to learning and maturing in the context of communal and individual development. We lay particular stress on the Christian values of perseverance, learning, wisdom, justice, koinonia, forgiveness and compassion for individuals and across the school community.

**On behalf of the Governing Body of Brockington College, the Leadership & Management Committee adopted this policy on 21 March 2016 and will review this policy on an annual basis.**

Signature: ..... Date: .....

Printed Name: ..... Position: .....

Date of Review	21 March 2016
Next Review	By 28 February 2017
Approval By	Leadership & Management Committee
Review Frequency	Annual

## **BROCKINGTON COLLEGE** **ADMISSION POLICY**

### **INTRODUCTION**

The Governors, who are responsible for admissions to Brockington College, a Church of England Academy have agreed with the Local Authority to admit 240 pupils for each year group. This number has been agreed between the Governors and the LA and applies to admissions for the 2017 -18 school year. These arrangements and the admissions criteria (below) are reviewed annually.

Though it is a Church of England Voluntary Aided School, Brockington College seeks to preserve its identity as a College for the local community, believing that this enhances community cohesion and enables those who live within its catchment area to benefit from the facilities offered at the College.

In accordance with schools admissions code of practice the Governors will admit a child with a Statement of Special Educational Needs in accordance with parental preference, provided the school is named as being the appropriate school on the Statement.

### **ADMISSIONS CRITERIA**

When considering applications for admission to Brockington College, and there are more applications than places available, the Governors will offer places in the following order of priority:

1. **Children who are in public care and those children who were previously looked after children.** *Children in care of a Local Authority and those children who were previously looked after children, but ceased to be so because they were adopted, or became subject to a residence order or special guardianship order, are considered under this criterion. In such circumstance a letter from the last local authority in which the child was in the care of will be required.*
2. **Children living within the school's catchment area of Enderby, Narborough, Huncote, Croft and Thurlaston.** *The child's place of residence is taken to be the parental home. Please see [http://www.leics.gov.uk/catchment\\_details\\_4506.pdf](http://www.leics.gov.uk/catchment_details_4506.pdf) for the catchment area map of Brockington College. Please note that living in the catchment area does not guarantee you a place at your catchment school.*
3. **Pupils who will have an older brother or sister attending the same school at the same time.** *The term "brother or sister" includes half brother or sister or legally adopted child being regarded as the brother or sister.*
4. **Pupils who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school requested.** *Professional documentation confirming the situation must be submitted with the application.*
5. **Pupils who will have attended a feeder school for at least two years before the time of transfer.** *The child must have been enrolled at the feeder school on or before the start date of the Autumn Term two years before transfer.*
6. **Pupils requesting a C of E school on bona fide denomination grounds.** *A letter of support from your Minister or Religious Leader will be required explaining how the school caters for your faith.*
7. **Pupils living nearest to the school measured in a straight line distance (home to school front gate).** *Measurement of distance is in a straight line from the point that the home property's front entrance meets a public highway to the school's main designated front gate, using a computerised mapping system. Where there is equal distance then lots will be drawn supervised by an independent officer.*

If you would like advice or support with any matter regarding admission to Brockington College, please contact Jacquie Barnes our Admissions Officer, who will be pleased to help. She can be contacted through the school telephone number 0116 2863722 or by email on [jsb@brockington.leics.sch.uk](mailto:jsb@brockington.leics.sch.uk)

## **ADMISSIONS MEETINGS**

Formal applications must be made on the Local Authority's common form and returned to the LA by 31 October 2016 (i.e. for admission in September 2017). Parents can apply on line at [www.leics.gov.uk/admissions](http://www.leics.gov.uk/admissions). Admission decisions will be issued by the LA on national offer date 1 March 2017, the 'National Offer Day'.

## **APPEALS**

Whenever possible, parents' wishes will be met. If for any reason an application is refused, parents have the right of appeal to an independent panel. Full details may be obtained from the Diocesan Director of Education, St Martins House, 7 Peacock Lane, Leicester LE1 5PZ. Telephone: 0116 261 5350 or through the following link <http://www.leicester-dbe.com/appeals/> Email contact can be made for support with the process to Kerry Miller (Clerk to the Appeals Panel) at [Kerry.miller@leccofe.org](mailto:Kerry.miller@leccofe.org)

Brockington College adheres to the **School Admissions Appeal Code** issued by the **Department for Education**. The document available through the link below is shared with parents indicating their wish to appeal and gives a clear outline of the procedure:

<https://www.education.gov.uk/publications/eOrderingDownload/DFE-00014-2012.pdf>

Our Admissions Manager (Jacquie Barnes) at Brockington College, is also available for parents to consult.

## **APPEALS TIMETABLE**

If an application for a place at Brockington College is unsuccessful (decision letter is issued on 1/3/17) and the parent or carer of the pupil wishes to make an appeal against this decision, the following timetable relating to the appeal applies:

a) The parent or carer should write to the Diocese of Leicester, who will organise for an Independent Panel to hear the appeal. The letter should state the grounds for the appeal and be with the Diocese of Leicester Friday 24/3/17.

The address to write to is:

Kerry Miller  
Diocese of Leicester Board of Education  
St Martin's House  
Leicester  
LE1 5PZ

b) The appeal hearing will be heard in the week beginning 4/4/17 depending upon the availability of panel members, if the application is made in the normal admissions round. The appeal hearing will be held within 30 days of the decision date, if it is a late or an in-year application;

c) Parents/carers will be given notice of the appeal hearing date of at least 10 school days;

d) A decision letter following the appeals hearing will be sent to parents/carers within five school days of the hearing wherever possible.