

## Kingsdale Foundation School

### Admission Policy

#### 1 General

- 1.1 Kingsdale Foundation School is an inclusive school and welcomes all children regardless of ability or faith. The Governors are committed to ensuring that admissions to the school reflect the wide diversity of the community that the school exists to serve.
- 1.2 Kingsdale Foundation School will admit up to 200 pupils in Year 7 and 100 pupils in Year 12.

A maximum of the equivalent of 15% of our Admission Number per year group will be designated for music or sports scholarships (*see Note 1*). The admission arrangements described in this document will apply to admissions for the academic year which begins in September 2010.

- 1.3 In order to ensure that the intake to the school represents the full range of ability, the school will use Fair Banding as part of its admission arrangements if the school is oversubscribed (*see Note 2*). Other than to determine the ability band into which a pupil will be placed, the assessment of a pupil's ability plays no other part in the admission arrangements for Kingsdale Foundation School other than in regard to aptitude assessments for music or sports scholarships. A pupil with aptitude is one who we identify as being able to benefit from teaching in a specific area or who demonstrates a particular capacity to succeed in that area.
- 1.4 Admissions to Kingsdale Foundation School will be coordinated through the Pan-London Coordinated Scheme and its timetable. Applications should be submitted on the Common Application form to the Local Authority responsible for the parental address.
- 1.5 A Supplementary Form (attached) must be completed indicating whether or not a parent/guardian/carer wishes their child to be considered for a music or sports scholarship (*see Note 1*). **Please be advised that where school preference depends upon an offer of a scholarship our Supplementary form must be returned to the school by 12 October 2009. All other Supplementary Forms must be returned by 23 October 2009.**

#### 2 Admission and Oversubscription Criteria

- 2.1 If there are more applicants than the number of places available the following oversubscription criteria will be applied:

The applicants will be placed in one of 3 ability bands according to their test scores, including those with a Statement of Special Educational Needs that names the school. After places have been

allocated to children with a Statement of Special Educational Need that names the School in accordance with the Code of Practice, places within each band will be allocated in the following order of priority:

- i. Children in public care (Looked After Children)
- ii. Children who satisfy our scholarship criteria based on aptitude for music or sport
- iii. Children who will have brothers or sisters attending the school at their time of entry (*see Note 3*)
- iv. Where professional evidence indicates that there are particular psychological, medical or social needs which the school's Learning Support Faculty agrees can best be addressed at the school (*see Note 4*)
- v. Random allocation within each ability band. This process will be supervised by a person not employed by the school (*see Note 5*)

2.2 Kingsdale Foundation School may refuse admission to particular applicants in cases where less than the Published Admission Number has applied. These are applicants who have been excluded from two or more other schools. The ability to refuse admissions runs for a period of two years from the last exclusion. Exclusions which took place before the pupil concerned reached compulsory school age do not count for this purpose.

2.3 Where places become vacant in some bands, for example, because parents accept offers of places at other schools, and no applicants in those bands remain without a place, they will be filled (by random allocation) by children falling into the next nearest band(s) (ie the band(s) on either side alternately, below or above where applicable).

2.4 Late applications will be dealt with in accordance with the procedures set down by Southwark Local Authority within the Pan-London Coordinated scheme.

### **3 Waiting Lists**

3.1 Kingsdale Foundation School will operate a waiting list. Where in any year Kingsdale Foundation School receives more applications for places than there are places available a waiting list will be maintained indefinitely by Kingsdale Foundation School from 1<sup>st</sup> September of the year to which the application applied in accordance with Local Authority guidelines.

- 3.2 Children's position on the waiting lists will be determined solely in accordance with the oversubscription criteria set out in Section 2. Where places become vacant they will be allocated to children on the waiting list in accordance with the published oversubscription criteria.
- 3.3 Children who are the subject of a direction by the Secretary of State to admit will be given precedence for admission over children on the waiting list.

#### **4 In Year Submissions**

- 4.1 Subject to any provisions in the Local Authority's coordinated admission arrangements relating to applications submitted for years other than the normal year of entry, the school will consider all such applications and if the year group applied for has a place available, a place will be offered. If a place is not available, the parent can ask for his or her child's name to be added to the waiting list, as described in Section 3 above. Parents whose application is turned down are entitled to appeal to an independent appeals panel.

#### **5 Appeals**

- 5.1 Parents/Guardians/Carers whose children are not offered a place have the right to appeal to an independent appeal panel. Parents wishing to appeal should obtain an appeal form from the school. The form should be sent to reach the Clerk to the Appeal panel, care of Kingsdale Foundation School, within 14 days of the date of the letter confirming the governors' decision not to offer a place. Should an appeal be unsuccessful, the Governing Body will not consider further appeals within the same academic year unless there have been significant or material changes in the child's circumstances.

#### **6 Other Points to Note**

##### **6.1 Twins and in-year siblings**

Where applications are received from twins, triplets or in-year siblings the following procedure will be followed. If one child is selected for a scholarship place or by random allocation, the twin/triplet/same year sibling will be ranked in their band immediately below Children in public care.

#### **7 Arrangements for Admission to Kingsdale Foundation School Sixth Form for Year 12 from September 2010**

- 7.1 Kingsdale's Sixth Form provides unique choice and diversity for a State school. Applicants wishing to study Level 3 courses must apply for a specified strand from one of the school's core specialisms: Mathematics; Music Technology, Expressive and Performing Arts or Baccalaureate. The Sixth Form also provides vocational programmes including Diplomas and one-year transition courses. Subject to the preceding criteria all students will be expected to follow a balanced programme of study from a wide range of additional options.
- 7.2 Applications for entry into Kingsdale Foundation School's Sixth Form are accepted from both internal and external candidates. The number of external students admitted will not normally exceed 25.
- 7.3 There is no automatic passage from Key Stage 4 to post 16 provision at Kingsdale Foundation School. All applications for admission to post 16 provision at Kingsdale Foundation School will be considered by the Admissions Committee and its decision will be based on the application of the specific criteria published annually in the Post 16 Prospectus and application pack.
- 7.4 The number of students admitted to Year 12 shall not normally exceed 100. The number of students admitted to Years 13/14 shall not normally exceed 100.
- 7.5 All offers made during Year 11 are conditional on students achieving the grade criteria specified.
- 7.6 There will be a right of appeal for unsuccessful applicants to the Sixth Form in accordance with the arrangements set out in paragraph 5.

## NOTES

### **Note 1**

Scholars are provided with free individual and/or specialised tuition for the duration of the period they remain on the roll of the school subject to continued satisfactory progress and ongoing commitment to the Performing Arts Faculty. Full or part-scholarships are granted. In order to plan/provide provision for scholarships and avoid the disappointment of late requests being rejected all parents/guardians/carers are asked to indicate, at the earliest opportunity, whether or not they are interested in their child being considered for a scholarship place.

### **Note 2**

Information provided by the Local Authority will be used for Fair Banding purposes. **Where no banding information is available from the Local Authority a Fair Banding test approved by the Local Authority will be administered by Kingsdale Foundation School in order to determine the applicant's Band.**

### **Note 3**

Brothers and sisters include half brothers and sisters and step brothers and sisters who share the same home address on the date of their entry to Kingsdale Foundation School. It also includes adopted brothers and sisters.

**Note 4**

Evidence provided of particular psychological, medical or social needs should explain why Kingsdale Foundation School is the most suitable to meet the needs and the difficulties that would arise were the child to have to attend a different school. This evidence must be substantiated by relevant qualified professionals eg a child or educational psychologist, a child psychiatrist, a general practitioner, an orthopaedic consultant or social worker.

**Note 5**

No priority will be given simply because of an applicant's address i.e. no special preference is given to Southwark residents. Please be advised that distance from the school plays no part in our admissions process.

**Publication of Admission Arrangements**

The published arrangements will set out:

- a) The name and address of the School and contact details;
- b) A summary of the Admission Policy, including oversubscription criteria and supplementary forms;
- c) Arrangements for hearing appeals.