



# **Regents Park Community College**

## **Admissions Policy for September 2018/19**



The Governing Body of the school are the Admission Authority for the school.

### **Published Admission Number (PAN)**

The Governors at Regents Park Community College proposes to admit an admission number (PAN) of 175 students to Year 7 for the 2018/19 academic year.

### **Children with Statements of Special Educational Needs (SEN)/Education Health and Care Plans (EHCP) that name the school**

Children with statements of special educational needs/EHCPs that name Regents Park Community College will be admitted under the Education Act 1998 and with regard to the SEN Code of Practice. These children will count toward the Published Admission Number (PAN) for the school.

### **Oversubscription criteria**

Applications received by 31<sup>st</sup> October 2017 will be dealt with first. If the number of applications received by this date is greater than the Published Admission Number (PAN) for the school, admissions will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.17 of the School Admission Code.
2. Children subject to a child protection plan
3. Children who have a sibling already on the roll of the school who will continue to attend that school during 2017/18. A sibling is defined as a brother or sister including half, step, foster or adoptive brother or sister, living within the same family unit at the same address. It does not include aunts, uncles or cousins.
4. Children living closest to the school
5. Children who attend one of Southampton Cooperative Trust Primary Schools. Preference will be given in order of the distance those schools are from Regents Park Community College.

Foundry Lane Primary School  
Freemantle Church Of England Community Academy  
St. Mark's C.Of E. Primary School  
Banister Primary school  
St John's Primary and Nursery School

If the school becomes oversubscribed within any of the above criteria then the lower criteria will be used in the order shown.

Distance from home to school will be measured by the Southampton City Council's Admissions Team using their mapping software. Distances will be the shortest walking distance using public roads and footpaths as defined in the SCC map from the point designated in the system as the applicant's home address and the point designated in the system as the nearest open gate of the school.

Should there be two or more identical distances requiring prioritisation, this will be done by casting lots by a senior officer of the Southampton City Council Children's Services Department independent of the school

### **Late applications**

The closing date for applications is 31<sup>st</sup> October 2017. Applications received after that date will be late applications. If the school has places available after admitting all on-time applicants, late applicants will be considered in accordance with the priorities set out above.

### **Co-ordinated Admission Scheme**

Regents Park Community College participates in the Local Authority's Co-ordinated Admission Scheme. Applications should NOT be forwarded directly to the school. The closing date for applications is 31<sup>st</sup> October 2017 and parents will be notified by the Local Authority of places on 1<sup>st</sup> March 2018 (or the first working day thereafter). The waiting list will be passed to the school on the 1<sup>st</sup> September 2018.

In the case of fraudulent information being supplied, any place offered will be withdrawn.

### **Waiting lists**

After the initial allocation of all available places, the Governing Body will maintain a waiting list of applicants until 31<sup>st</sup> August 2018. However, the administration of this task is delegated to the Local Authority

If parents wish their child's name to remain on the list after this time they should contact the school in writing before this date otherwise their name will be removed on 1<sup>st</sup> September 2018.

Applicants will be placed on the list in accordance with the criteria listed above and places will be offered in that order as and when they become available. Should a vacancy occur, a place will be offered in strict order of priority and will be held open for a maximum period of ten school days from the date of the offer.

### **Appeals**

Parents whose child is refused a place at Regents Park have a right of appeal to an Independent Appeal Panel in accordance with Section 94 of the Schools Standards and Framework Act 1998. Parents should write to the Chair of Governors within 15 school days of the refusal letter.

<b>Policy is/is not statutory</b>	<b>Statutory</b>
<b>Approval level:</b>	<b>FGB</b>
<b>Policy proposed</b>	<b>29<sup>th</sup> November 2016</b>
<b>Commence 6 week consultation</b>	<b>1<sup>st</sup> December 2016</b>
<b>Completion of consultation</b>	<b>13<sup>th</sup> January 2017</b>
<b>Admission arrangement determined</b>	<b>FGB 17<sup>th</sup> January 2017</b>
<b>Review date:</b>	<b>Annually</b>