



ADMISSIONS POLICY (2025 - 2026)

GOVERNOR LEAD: Mrs Amanda Deeks

NOMINATED LEAD MEMBER OF STAFF: Mr Richard Brand, Headteacher

Next Review Date: July 2025

The Dean Academy's Published Admission Number: 219

Introduction:

This policy outlines the processes and criteria relating to the admission of students to The Dean Academy either on transfer from Primary School or as an in-year admission. This policy has been drawn up with regard to the School Admissions Code dated September 2021.

1. Students with Statements of Special Educational Needs

- a. All Year 6 students with Education, Health and Care Plan (EHCP) who reside within the designated area for the academy catchment will normally be entitled to a place at The Dean Academy, unless the outcome of their annual review in Year 6 specifies that another school would be more suitable. EHCP students from outside the designated area, or relocating within the designated area, will be considered on an individual case basis in line with usual academy admission procedures.

2. Waiting Lists

- a. The school operates waiting lists for all year groups. The waiting lists are operated in accordance with the oversubscription criteria. The lists for Year 7, 8, 9 and 10 will continue into the next academic year.

b. Oversubscription Criteria

Students will normally be admitted into Year 7 in September without reference to ability or aptitude. Where applications exceed the number of places available, students will be admitted to The Dean Academy on the basis of the following criteria and in the order stated:

- a. Children in Public Care (Looked After Children), including children who have previously been 'looked after' and later subject to an adoption residence, or special guardianship order including those who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- b. Children who have a sibling attending the academy and who will continue to do so when the younger child is admitted as at 1st September 2025. 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's/carer's partner normally living in the same family unit at the same address.
- c. Proximity of the child's home to the academy, with those living nearest being accorded higher priority as measured in a straight line from the ordnance survey point of the child's home address (including flats) to the central point of the academy, using the Local Authority's computerised measuring system.

- d. In the event of over subscription in any particular category, we will follow procedure: "Where any particular category at points a - b is oversubscribed, criterion 3 (strongest geographical claim based on straight line distance) will be used to determine which child will be offered a place. In the event of a tie between two or more children when applying criterion 3 (strongest geographical claim based on straight line distance) where there are not enough places available to offer all children a place at the academy, a process of random allocation will be followed by the Governing Body.

Notes:


- a. Any application received after the closing date, as published by the Local Authority, will be considered after all the other on-time applications received.
- b. The academy is required to admit a child with an EHCP if that EHCP names the academy. This applies even if the academy is full.
- c. 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 function (see the definition in Section 22 (1) of the Children Act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians). A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

In-Year Admissions

- a. To apply for a place at The Dean Academy other than at the specified dates of entry, parents should contact the school to obtain the In-Year Admission Form. The In-Year Admission Form should be completed and returned directly to the school.
- b. Where there are more applicants than places available, the school will maintain a waiting list according to the oversubscription criteria and without regard to the date the application was received or when a child's name was added to the waiting list.
- c. Positions on the waiting list may go down as well as up. This is because other children might be added to the waiting list who have a greater priority for a place against the school's admission criteria; for example, when new families move into the area or when other families who had not previously named the school as a preference, ask to go on the waiting list after the initial allocation date.
- d. The school has signed up to the In-Year Fair Access Protocols, which is managed by the Local Authority. Should a vulnerable child within these protocols require a place at the school, they will take precedence over any child on the waiting list.

Signed: 
Chair of Governors

Name: Amanda Deeks

Signed: 
Headteacher

Name: Richard Brand

Date: 26/02/24