Admissions Process
Ernesford Grange Community Academy (EGCA) has engaged Coventry Local Authority to undertake the admissions process for the academic year 2020 to 2021 in accordance with our Admissions Policy.

All children with an Education, Health and Care Plan which names the school will be admitted before all other applicants.

Oversubscription Criteria
If there are more requests for a place at EGCA than there are places available within the school’s admission number, places will be allocated in accordance with the following criteria and in the order shown below:

1. Children who, at the time of admission, are in the care of a local authority or are provided with accommodation by the authority (looked after children). Also children who were previously looked after but ceased to be so because they were adopted, or became subject to a residence order or a special guardianship order.
   A looked-after child is defined in Section 22 of the Children Act 1989.

2. Children who live in the catchment area served by the school, who have a brother or sister attending the school provided that the brother or sister is of compulsory school age and will continue to attend Ernesford Grange Academy the following year.
   The definition of brother or sister includes step-brothers, step-sisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address.

3. Other children who live in the catchment area served by the school.

4. Children living outside the catchment area with a brother or sister who currently attends the school, provided that the brother or sister is of compulsory school age and will continue to attend Ernesford Grange Academy the following year.

5. Children by reference to the distance to the school.
   If it is not possible to meet all of the requests in any one of the categories described above, requests will be prioritised by reference to distance.

Brothers and Sisters
EGCA sees the benefits of children from the same family attending the same school and gives priority to brother and/or sister connections in its policy for allocating places. The definition of brother or sister includes step-brothers, step-sisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address. However, where schools are over-subscribed, no guarantee can be given that places will be available for brothers and sisters.

Compulsory school age
Brothers and sisters are required to be of compulsory school age within the oversubscription criteria. This means they must be attending in Years 7 to 11 at the time that the applicant would be joining the school.

**Distance**

If it is not possible to meet all of the requests in any one of the categories described above, requests will be prioritised within that category by reference to distance. A straight-line measurement will be made, using Coventry City Council’s computerised mapping system, from the centre of the child’s residence to the centre of the preferred school site. The address used must be the child's permanent home address. The shortest measurement will have the highest priority. Where the final place in a year group can be taken by two or more children living an equal distance from the school, the decision will be made by the drawing of lots.

**Home address**

A student's home address is considered to be a residential property that is the child’s only or main residence. At the time places are allocated, proof of permanent residence at the property concerned may be required. Where documentary evidence can substantiate to the satisfaction of the Governing Body that care is split equally between parents at two homes, parents must name the address to be used for the purpose of allocating a school place.

*If a school is offered on the basis of an address that is subsequently found to be different from a child’s normal and permanent home address, then that place is liable to withdrawal.*

Children of UK service personnel and other Crown Servants will be treated as meeting the residency criteria for a catchment area once proof of posting has been provided.

**Catchment area**

One of the aims of local schools is to serve its neighbourhood and develop links with the local community to strengthen the school and the community. The area served by a school is known as the catchment area and details of specific catchment areas are available from the School Organisation (Admissions) Team at Coventry City Council [www.coventry.gov.uk/catchmentareas](http://www.coventry.gov.uk/catchmentareas).

**Late Applications**

The closing date for applications in the normal admissions round is **31 October 2019**. After that date, the Local Authority will continue to receive applications on behalf of the Governing Body, but these will be considered to be late and may not be processed until after 1 March 2020.

**Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should contact Denise Ryan on 02476251756 or dryan.staff@sidneystringeracademy.org.uk for information on how to appeal. Information on the timetable for the appeals process is on our website.

**Waiting Lists**
After the initial allocation of places the Governors in conjunction with the Local Authority will establish a waiting list and this will operate up until the end of the Autumn Term. Parents who wish for their children to continue to be considered for any places after the end of the Autumn Term must register their interest for the school via the Local Authority. Waiting lists are kept in admissions criteria order and this is the basis for deciding where a child is placed on a list. The date of application does not affect the position on a waiting list.

**Applications outside the normal admissions round**

An application must be made to the Local Authority who coordinate all such applications, and will notify applicants of Governor decisions. Applicants refused a place will be offered the right of appeal.

**Admission of children outside their normal age group**

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should make an application for the normal age group in the first instance. Parents should then submit a formal request to the Sidney Stringer Multi Academy Trust Board of Directors. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group, and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The Board of Directors will consider applications submitted and advise the parents of the outcome of their application before the national offer day, having taken into account the information provided by the parents, the child’s best interests and the views of the Principal.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE Guidance which can be found at [https://www.gov.uk/government/publications/summer-born-children-school-admission](https://www.gov.uk/government/publications/summer-born-children-school-admission)

**EGCA Admission Number for 2020-2021**

The admission number represents the capacity of the school to admit students at the normal age of entry in the 2020-2021 academic year and should be set with regard to the capacity assessment for the school. Admission numbers for EGCA are 180.