



## **Barr's Hill School Academy Admissions Policy 2024/25**

**The admissions process is part of the Coventry Local Authority co-ordinated scheme.**

The governors have agreed with the head teacher and the Local Authority to maintain the Pupil Admission number due to the higher demand for school places.

**The school admission number for the school year beginning in September 2024 is 180**

### **2024/25 Oversubscription Criteria:**

If there are more requests for a school place 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 'all previously looked after children, including those children 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'.**

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 will continue to attend that school 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 will continue to attend that school the following year**
- 5. Children by reference to the distance to the preferred school**

If it is not possible to meet all of the requests in any one of the categories described above, the Academy will prioritise the requests by reference to distance.

## **Tie Breaker**

If it is not possible to determine all the applications received that meet any of the categories described above, priority will be determined by the proximity of the child's home to Barr's Hill School. This will be carried out using a straight-line measurement and a computerised mapping system, from the centre of the child's residence to the centre of the 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 as described above, the Directors will select by drawing lots. This process will be supervised by a person independent of the school.

## **Brothers and Sisters**

The Governors see the benefits of children from the same family attending the same school and give 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. Where the final place in a year group is offered to one of twins or other multiple births the parent has to decide which child will take up the place

## **Distance**

If it is not possible to meet all of the requests in any one of the categories described above, the Governors will prioritise the requests within that category by reference to distance. A straight-line measurement will be made, using a computerised mapping system, from the centre of the child's residence - to the centre of the 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 Governors will select by drawing lots

## **Home address**

A pupil'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 Governors 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.**

## **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 can be found below and at [www.coventry.gov.uk/catchmentareas](http://www.coventry.gov.uk/catchmentareas) or from the School Organisation (Admissions) team.

## Catchment location



## Roads within catchment area

Abbots Lane, Albany Road (1 - 79 odd and 2 - 76a even), Aldbourne Road, Alverley Road, Anley Way, Ashmore Road, Ballantine Road, Bangor Street, Bardley Drive, Barkers Butts Lane (1 - 81 odd and 2 - 88 even) including Walker House, Jackson House, Preece House, Godwin House, Barras Lane, Beake Avenue (1 - 183 odd and 2 - 196 even), Beaudesert Road, Beaumont Crescent, Beaumont Grove, Bede Road, Bedford Street, Beech Road, Bond Street, Bowls Court, Bridgeman Road, Brightmere Road, Brindley Paddocks, Bristol Road, Broomfield Place, Broomfield Road, Brunswick Road, Bullyard, Bulwer Road, Butts, Caldecote Road, Canal View (1-15 odd excluding 13 and 2-28 even), Capmartin Road (1 - 95 odd and 2 - 128 even), Centaur Road, Chapel Street, Chelmarsh, Chester Street, Chetton Avenue, Cheveral Avenue, Chorley Way, City Arcade, Cole Court (2-56 even and 1-29 odd excluding 13), Collett Walk, Collingwood Road, Compass Court, Corbet Road, Corporation Street including Fortress House (44-48), Coundon Road, Coundon Street, Crampers Field, Cricket Close, Croft Road, Crow Lane, Cumbria Close, Daimler Road, Dark Lane, Doe Bank Lane, Dover Street, Drapers Fields, Duckham Court (2-74 even and 1-51 odd excluding 13), Dugdale Road, Electric Wharf including Edison & Faraday buildings, Turbine & Generator Hall, The Depot and Boiler House, Ellys Road, Engleton Road, Farman Road, Fleet Street, Foleshill Road (53 - 201 odd) including Navigation House apartments 1-24 and Corporation House apartments 1-20, Foster Road, Fowler Road, Fynford Road, Gloucester Steet, Gordon Street, Grangemouth Road (1 - 303 odd and 2 - 286 even), Grapes Close, Greyfriars Road including Beauchamp House, Grosvenor Link Road, Grosvenor Road, Harrington Road, Harry Truslove Close, Havendale Close, Hawkesworth Drive, Hawkins Road, Hay Lane, Heathcote Street, Hertford Place, Hewitt Avenue, Highley Drive, Hill Street including Bonds Court, Hollow Crescent, Holyhead Road (up to 120 even and up to 147 odd), Hope Street, Jaguar Close (1-15 con excl 13), Junction Street, Kensington Road, Kingsford Road, Kingston Road, Kinlet Close, Kirby Road, Lamb Street, Lammass Road (2 - 24 even), Lanchester Road, Latham Road, Lawrence Saunders Road, Leicester Row including John Tofts House (Flats) and William Batchelor House (Flats) , Light Lane, Lockside Place (1-3 odd and 2-4 even), Lower Holyhead Road, Lower Precinct, Ludlow Road, Lydgate Road, Market Way, Marnier Crescent, Matterson Road, Meadow Street including Corrie House (Flats), Givens House (Flats), Trafalgar House (Flats) and Watchmaker Court, Melbourne Road, Melville Road, Meriden Street, Middleborough Road, Middlemarch Road (1 - 321 odd and 2 - 346 even), Mill Street, Minster Road, Moseley Avenue, Mossdale Close, Murray Road, Nethermill Road, Norfolk Street Compass Street (Flats), Norfolk Street, Northumberland Road, Otterbrook Court, Outermarch Road (1 - 67 odd and 2 - 90 even), Pavillion Way, Paxton Road, Percy Street, Poole Road (1 -41 odd and 2 - 60 even), Poppleton Close, Priorsfield Road, Quayside Court, Queen Victoria Road including Osbourne House, Queens Road including Regency House, Radford Circle, Radford Road, Randle Street, Regent Street, Romsley Road, Rover Road, Rudge Road, Ryley Street, Sadler Road (2 - 96 even), Sandhurst Grove, Sandy Lane, Shakleton Road,

Shelton Square, Sherbourne Street, Sherwood Jones Close, Sidbury Road, Somerset Road, Sovereign Road, Sovereign Row, Spon End, Spon Street, St Augustine's Walk, St Columba's Close, St Nicholas Close, St Nicholas Street, Stanier Avenue, Starley Road, Swillington Road, Tay Road, Telfer Road (Up to 176 even and up to 195 odd), Thamley Road, The Butts - Drinkwater House (Flats), The Moorings (1-57 odd excluding 13 and 2-24 even and 50), The Precinct, Tomson Avenue, Treherne Road (1 - 109 odd and 2 - 108 even), Trimpley Drive, Tulliver Street, Upper Hill Street, Upper Spon Street, Upper Well Street, Upper York Street, Villa Road, Vincent Street including Fennel House (Flats), Gardner House (Flats) and Winslow House (Flats) , Warden Road, Warwick Row, Watch Close, Waverley Road, Well Street, Westminster Road, Westwood Road, Whaleys Croft, Widdrington Road (1 - 105 odd and 2 - 132 even), Windsor Street including George Poole House (Flats), Grindley House (Flats), Milestone House (Flats) and Winslow House (Flats), Windsor Street, Winifred Avenue, Witnell Road, Worsdell Close, Wyley Road, York Street

### **Education Health and Care Plan**

All children with an Education Health and Care Plan that name the school will be admitted before all other applicants.

### **Late Applications**

The closing date for applications in the normal admissions round is **31 October 2023**. After that date, the Local Authority will continue to receive applications but these will be considered to be late and may not be processed until after **1 March 2024**.

### **Appeals**

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may apply to the School Appeals Team via:

<https://www.coventry.gov.uk/school-admissions/school-appeals>

### **Waiting Lists**

After the initial allocation of places on **1 March 2024**, 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 (31 December) parents who wish for their children to continue to be considered for any places that might become available **after 31 December 2024**, must contact the Local Authority to go onto the waiting list.

### **Fair Access Protocol**

The governing body have adopted the LA policy for admission of previously excluded or hard to place children.

### **Applications outside the normal admissions round**

Barr's Hill School co-ordinate the In year applications on behalf of the school and further information on the process for parents can be accessed via the following link:

<https://www.coventry.gov.uk/school-admissions/secondary-school-admissions/5>

Applicants refused their preferred school will be offered an alternative school and the right of appeal.

## **Applications for children to be admitted into a class outside of their normal age group**

If parents/carers 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/carers should then submit a formal request to the school's Admissions Officer. 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. Parents/carers will then be contacted to discuss the matter further as each case will be considered on the circumstances of each case and in the child's best interests. There are no guarantees that such applications will be agreed. Parents/carers will be sent a letter setting out the decision and reasons for it.

If parents/carers 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>

## **POST 16 ADMISSIONS CRITERIA**

Barr's Hill School also considers applications from external students aged 16 or 17 years old in September 2023 for admission into Year 12 in September 2024. Barr's Hill School does not accept new applications from students aged 18+.

The Academy Trust provides for a maximum number of 65 students in Year 12. The Academy Trust admission number for external students applying to join in Year 12 in September 2024 is 10. In order to pursue their preferred courses both internal and external students will be expected to meet the minimum requirements for the course(s) for which they are applying.

Both internal and external students wishing to enter the sixth form will be expected to have met minimum academic entry requirements for the sixth form (an external student is a student not on roll at Barr's Hill School in Year 11). If either internal or external applicants fail to meet the minimum course requirements they will be given the option of pursuing any alternative courses for which they do meet the minimum requirements. These minimum requirements for each course offered will be published annually on the Post 16 section of Barr's Hill School's website/prospectus. Minimum class sizes will be set and if insufficient applications are received the school reserves the right to withdraw the course, an alternative course will be offered in these circumstances.

The application process begins at the end of November, and internal applicants must complete an internal application form and then meet with a member of the Post 16 team to discuss a suitable programme of study by 28 February. External applicants must complete an external application and are also invited to come in to discuss their eligibility for a chosen programme of study. A meeting with the school to discuss options and academic entry requirements will not play any part in determining whether an offer of a place will be made.

If the number of successful applications (i.e. those students who have met entry requirements) exceeds the published PAN then oversubscription criteria will apply.

## **POST 16 OVERSUBSCRIPTION CRITERIA**

If, after allocating places to eligible internal candidates, there are more requests for a school place than there are places available within the school's admission number, places will be

allocated to those pupils who meet the academic entry criteria in accordance with the following criteria and in the order shown below (please refer to oversubscription definitions for further information). This process will be supervised by a person independent of the school.

When there are more external applicants than the admissions number that satisfy any minimum course requirements, and once any pupils with an Education Health and Care Plan which names the Barr's Hill School Academy and which the school has agreed have been admitted, the oversubscription criteria outlined below will be applied.

- 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 'all previously looked after children, including those children 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'.**

A looked-after child is defined in Section 22 of the Children Act 1989

- 2. Students 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 will continue to attend that school 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 students who live in the catchment area served by the school.**
- 4. Students living outside the catchment area with a brother or sister who currently attends the school, provided that the brother or sister will continue to attend that school the following year**
- 5. Children by reference to the distance to the preferred school**

If it is not possible to meet all of the requests in any one of the categories described above, the City Council will prioritise the requests by reference to distance.

### **Brothers and Sisters**

The Governors see the benefits of children from the same family attending the same school and give 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. Where the final place in a year group is offered to one of twins or other multiple births the parent has to decide which child will take up the place

### **Distance**

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## **Home address**

A pupil'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 Governors 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.**

## **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 can be found on page 2 and 3 of this document and at [www.coventry.gov.uk/catchmentareas](http://www.coventry.gov.uk/catchmentareas) or from the School Organisation (Admissions) team.

There will be a right of appeal to an Independent Appeals Panel for internal pupils refused transfer and external applicants refused admission.

## **Late Applications**

The closing date for applications in the normal admissions round is **1 May 2024**. After that date, the school will continue to receive applications but these will be considered to be late and may not be processed until after **10 July 2024**.