



## Lyng Hall School Admission Policy 2027 - 2028

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

**The school admission number for the school year beginning in September 2027 is 180.**

### **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) and 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. Previously looked after children are children who were looked after but ceased to be so because they were adopted, or became subject to a child arrangement order or a special guardianship order. A looked-after child is defined in Section 22 of the Children Act 1989.
2. Children who have a brother or sister attending the school provided that the brother or sister will be of compulsory school age and 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. Children of all staff who have been continuously employed by the school for a period of at least two years for the purpose of working in the school as follows:
  - All full time teaching staff;
  - All full time support staff – defined as contracts of at least 35 hrs a week;
  - All part time teaching staff with a 45% and above timetable;
  - All part time support staff who work at least 15 hours per week for 37 weeks or more.The two year qualification period may be waived if a post is hard to fill. The definition does not include contract staff. If a service has been 'in house' and is subsequently 'contracted out', children of staff will no longer be eligible for priority admission under this criterion. The definition does not include peripatetic staff.
4. Children who live in the catchment area served by the school.
5. Children by reference to the distance to the preferred 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.

## **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.

## **Admission into a class outside a child's normal age group**

Where a parent/carer seeks a place for their child outside their normal age group they must notify their intention on the application. Parents/carers will then be contacted to discuss the matter further as each case will be considered on the individual circumstances 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.

## **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 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 Governors will select by drawing lots. This will be independently supervised.

## **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 a list of the roads within Lyng Hall School's catchment area can be found at the end of this policy in appendix 1.

### **Special Educational Needs**

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

### **Fair Access Protocol**

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

### **Late Applications**

The closing date for applications in the normal admissions round is **31 October 2025**. 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 **02 March 2026**.

### **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 who will arrange for appeals to be registered. Appeals will be heard by an independent panel.

### **Waiting Lists**

After the initial allocation of places on **02 March 2026**, 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 after the end of the autumn term must register their interest for the school via the Local Authority.

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

An application must be made to the Local Authority who co-ordinate all such applications, and will notify applicants of the Governors' decision. Further information on the process for parents can be accessed via the following link:

<https://www.coventry.gov.uk/school-admissions/secondary-school-admissions/6>

Applicants refused a place will be offered the right of appeal.



## Sixth Form Admissions

The School provides for a maximum number of 150 Post 16 students. This maximum may be exceeded but is dependent on the number of students we can comfortably accommodate in individual classes. Lyng Hall does not accept new applications from students aged 18+.

**The School admission number for external students applying to join in Year 12 in September 2027 is 10.**

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These requirements are different, depending on the route that sixth form students take. Requirements are as follows:

1. A level subjects – Grade 5 in English and/or Maths plus 5 other GCSE subjects at grade 5 or above (\*or equivalent). Those students wishing to study A level maths or A level science subjects will require a grade 6 in those subjects.
2. Students wishing to study level 3 BTEC subjects should have 5 GCSE subjects at grade 4 or above (\*or equivalent).
3. The School also offers a pathway consisting of level 2 courses for those who have not yet achieved the entry requirements for level 3 courses, with the intention that they can return as level 3 learners after a period of 12 months

The application process begins towards the end of the autumn term. All internal applicants meet with the Head of Post 16 to discuss a suitable programme of study. Where we believe that they will benefit from remaining at Lyng Hall, an offer letter will then be sent out for a suitable pathway, based on their needs and ability.

External applicants will complete an application form (this can be emailed or posted out and can also be found on the school website) and will then be invited to come in to discuss their eligibility for their chosen programme of study.

When there are more eligible external applicants than the admissions number, and once any pupils with a statement of special educational needs (which names the School and which the School has agreed) have been admitted, the oversubscription criteria will be implemented and can be found in the main schools' admissions policy.

There will be a right of appeal to an Independent Appeal Panel for internal pupils refused transfer and external applicants refused admission. Application for an appeal should be done in the form of a letter to the school.

*\*A BTEC merit is considered to be the equivalent qualifying GCSE Grade.*





### Roads in Lyng Hall's Catchment Area

- Achilles Road
- Adam Road
- Alfred Herbert Close (1 - 8)
- Alcott Road (1 - 25 odd excluding 13 and 2 - 26 even)
- Alfall Road
- Alliance Way (1 - 51 odd and 2 - 54 even)
- Ansty Road (43 - 455 odd)
- Armscott Road
- Attwood Crescent
- Austin Drive
- Avon Street (upwards 137 odd and upwards 140 even)
- Balliol Road
- Balmoral Close
- Barrie Way (1 - 17 excluding 13)
- Barton's Meadow
- Beckett Road
- Bell Green Road
- Bell Green Road
- Bellamy Close
- Belmont Road
- Bewick Croft
- Bideford Road
- Birchgrave Close
- Blackberry Lane (flats 1 - 9 Alfred Herbert House)
- Braemar Close
- Bridge Street
- Brierley Road
- Brixham Drive
- Bryn Road
- Burroughs Close (2 - 24)
- Caradoc Close
- Carey Street
- Carpenter Road
- Carroll Crescent
- Cheswick Close
- Clovelly Gardens
- Clovelly Road
- Cockcroft Avenue (12 - 54 even and 1 - 63 odd)
- Common Way
- Comrie Close
- Corinthian Place
- Cove Place
- Crabmill Lane
- Crathie Close
- Curtis Road
- Dame Agnes Grove
- Dartmouth Road
- Deegan Close
- Dennis Road
- Derbyshire Way (2 - 56 even and 1 - 57 odd)
- Devon Grove
- Doncaster Close
- Doone Close
- Donderry Way
- Draycott Road
- Edale Way
- Eden Street
- Edgar Walk
- Elderberry Way
- Elgar Road
- Eric Gray Close
- Exmouth Close
- Farlow Close
- Flowerdale Drive
- Forknell Avenue
- Fretton Close
- Frevill Road
- Geoffrey Close
- Gleneagles Road
- Glenroy Close



- Gresley Road
- Gun Lane
- Hartland Avenue
- Haytor Rise
- Heath Crescent
- Heddle Grove
- Henley Mill Lane
- Henley Road (1 - 397 odd and 2 - 280 even) and Manor Farm
- Hermes Crescent
- Heybrook Close
- Heywood Close
- Hillside
- Hillside North
- Honiton Road
- Hornsey Close
- Hovelands Close
- Kare Road (1 - 9 odd and 2 - 14 even)
- Kelvin Avenue
- Kennet Close
- Kinton Road
- Lambeth Close
- Lamerton Close
- Langnor Road
- Lansbury Close
- Letchlade Close
- Littlefield
- Lutterworth Road
- Lydford Close
- Mardol Close
- Meadway
- Meadway North
- Mercer Avenue (up to 43 odd)
- Miles Meadow
- Mulberry Road
- Navigation Way
- New Green Park including Wyken Croft
- Caravan Site
- Newhall Road
- Norton Hill Drive
- Nuffield Road
- Olive Avenue
- Ox Close
- Pangbourne Road
- Parry Road
- Parson's Nook
- Pendenis Close
- Plymouth Close
- Portwinkle Avenue
- Purcell Road
- Redruth Close
- Roberts Grove (2 - 22 even and 1 - 35 odd)
- Rollings Drive (2 - 32 even and 1 - 23 odd)
- Rosehip Drive
- Samuel Road (2 - 6)
- Sewall Highway
- Shevlock Way
- Shipston Road
- Shulmans Walk
- Shuttle Street
- Sidmouth Close
- Silverton Road
- Singer Close
- Skipton Gardens
- Starcross Close
- Stoney Stanton Road (upwards 520 even and upwards 631 odd)
- Stubb's Grove
- Sulgrave Close
- Sullivan Road
- Swancroft Road
- Tackford Road
- Tallands Avenue
- Tavistock Walk



- Thackeray Road
- The Uplands
- Thorney Road
- Tiverton Grove
- Tiverton Road
- Torcastle Close
- Torcross Avenue
- Torpoint Close
- Uplands
- Valley Road
- Warner Row
- Watersmeet Grove
- Watersmeet Road
- Weavers Walk
- Whitnash Grove
- Willow Courtyard
- Wycliffe Grove
- Wycliffe Road West
- Wyke Road
- Wykeley Road
- Wyken Avenue
- Wyken Croft
- Wyken Grange Road
- Wyken Way
- Yule Road

This policy was adopted and agreed by Governors.

To be reviewed annually.

Signed by:

Chair of Governors.

Date:

Headteacher.

Date: