REDHILL ACADEMY TRUST
Exsisto Optimus

THE OAKWOOD ACADEMY

ADMISSIONS POLICY: 2027-2028

The proposed admission number for Year 7 in September 2027 is 156.

Students who have an Education, Health and Care Plan (EHCP) where this school is named in the Plan will be admitted.

Over-Subscription
Where the number of applications for admission exceeds the number of places available, the following criteria will be applied in the order set out below, to decide which children to admit:

1. Looked after children or children who have been previously looked after including those who have been in state care outside of England and ceased to be in state care as result of being adopted.

2. Children who, at the time of application, will have a sibling attending the school.

3. Other children who live in the catchment area.

4. Other children who live outside the catchment area.

If applications exceed the number of places available the school will operate a waiting list in which priority for places will be given on the basis of the above criteria.

Measuring distance 'as the crow flies'
In the event of over-subscription within any criterion, preference will be given to children who live nearest to the school as the crow flies. Distances are measured from the entrance to the child's home to the principal entrance to the main administrative building of the school by the Local Authority which currently uses a computerised measuring system. In the event of two distances being equal, lots will be drawn and independently verified.

In Year Admissions
In year applications need to be made directly to the school. Application forms are available on our website www.oakwoodacademy.org.uk/admissions . If a place is not available in the year group for which a student applies, the application will be refused and placed on the waiting list. Names are placed on this waiting list in the rank order of our published over-subscription criteria, not in the date order by which they are received. Parents have the right of appeal to the refusal for a place.

Late applications

Late applications are those submitted after the closing date for the co-ordinated admissions scheme and will be dealt with in accordance with that scheme. Late applications will be considered as specified in the coordinated scheme providing the applicant can provide evidence that they have moved into the area after the closing date for applications or can establish at the time of completing the form that there were exceptional reasons for missing the closing date. Examples include family bereavement, hospitalisation, family trauma. Supporting evidence may be required. When the school is informed by the Local Authority that a place has been offered, it will write to the parent(s) seeking written confirmation that they will take up the place.

If this confirmation is not received within four weeks, the school will notify the Local Authority that the offer of a place should be withdrawn and offered to the child ranked highest on the waiting list.

Waiting list

If, after the offer of places has been made up to the PAN, the school is over- subscribed, all unsuccessful applications will be placed on the waiting list which will be administered by the governors of the school in partnership with the Local Authority for the duration of the co-ordinated admissions scheme. The position on this waiting list will be determined by the school's published over-subscription criteria. Once the coordinated scheme is closed, the waiting list will remain open until 31 December 2027.

Independent Appeals

Parents have the right to an independent appeals panel if you are not happy with the outcome of your application. Repeat applications in the same academic year will not be considered unless there is a significant and material change in circumstances. Appeals should be addressed to the Admissions Officer c/o The Oakwood Academy, Bewcastle Rd, Nottingham, NG5 9PJ within twenty school days of refusal.

Co-ordinated Admission Scheme

All applications for places in the normal year of entry are made to the home local authority on the common application. For entrance to the school in September 2027 the closing date of the co-ordinated admission scheme is 31 October preceding admission to secondary school. Places are allocated on National Offer Day: 1 March.

Withdrawing an offer of a place

Any offers of a place found to be made on the basis of inaccurate information can be withdrawn. Such examples would include fraudulent applications, intentionally misleading applications, a false claim to residence in the catchment area and the failure of a parent to respond to an offer of a place within a reasonable amount of time.

Admission of children outside the normal age group

Parents may seek a place for their child outside of the normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

Parents should submit a request in writing to The Oakwood Academy. Decisions will be made based on the circumstances of each case and in the best interests of the child concerned. When informing a parent of the decision on the year group to which the child should be admitted, the parent will be notified of the reasons for the decision.

Definitions:

Residence

This is defined as the child's ordinary place of residence which is deemed to be the residential property at which the child normally and habitually resides with the person or persons having parental responsibility for the child at the time of completion of the application form. If a child's parents live at separate addresses, whichever of the two addresses the child permanently spends at least three school nights (i.e. Sunday, Monday, Tuesday, Wednesday or Thursday) will be taken as the place of residence. Addresses of other relatives or friends will not be considered as the place of residence even when the child stays there for all or part of the week. Proof of residence and other evidence from the court regarding parental responsibilities in these matters may be required.

Looked after Children

The School Admissions Code 2021 states that 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 functions in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school.

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 arrangements order or special guardianship order). This includes children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002.

Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 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. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Siblings

The governors define siblings as being those children who share the same biological parents. This includes half-brother or half-sister or legally adopted child living at the same address as the child.

Where applications are received in respect of twins, triplets or children of other multiple births, the Governing Body will endeavour to offer places in the same school, admitting above the planned admission number where necessary. If this is not possible, the parent will be asked which child(ren) should take up the place(s). The parent will still have a right of appeal against a refusal of a place.

Parent
Section 576 of the Education Act 1996 defines 'parent' to include; all natural parents, whether they are married or not; and any person who, although not a natural parent, has parental responsibility for a child or young person; and any person who, although not a natural parent, has care of a child or a young person.

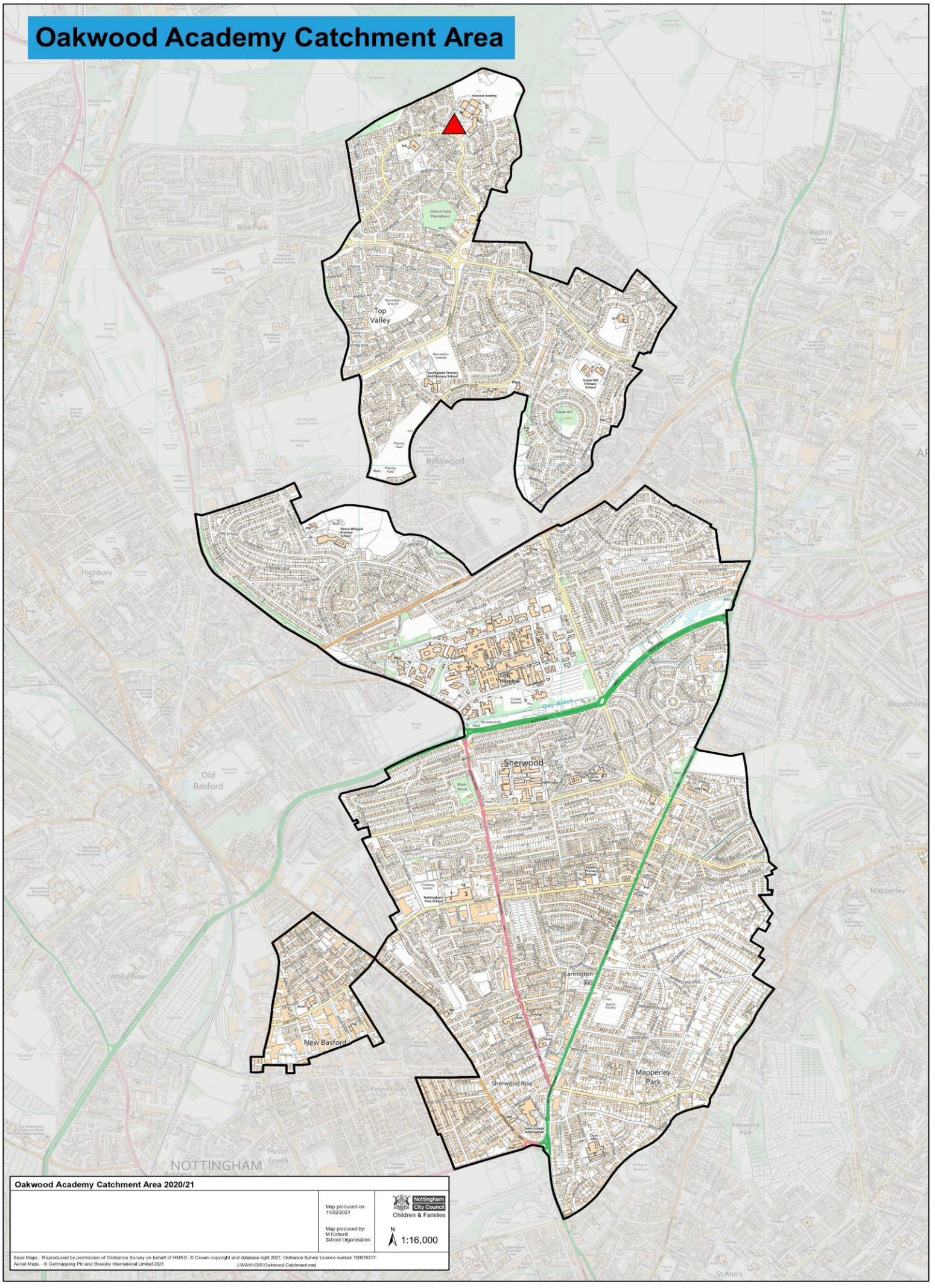
Having parental responsibility means assuming all the rights, duties, powers, responsibilities and authority that a parent of a child has by law. People other than a child's natural parent can acquire parental responsibility.

Fair Access Protocol
Local Authorities are required to have Fair Access Protocols in place to ensure that students without a school place, especially those most vulnerable are admitted to a suitable school at the earliest possible opportunity. This will include admitting when a school has reached its published admission number and is already full.

The Oakwood Academy supports and participates in the Fair Access Protocols for Nottingham City Council. We will not refuse to admit a child on behavioural grounds in the normal admissions round or at any point in the normal year of entry. We may refuse admission in certain cases where the specific criteria listed in the School Admissions Code (paragraph 3.8) apply. We may refuse admission for an in-year applicant for a year group that isn't the normal point of entry, only in such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the provision we can offer. In this case, we will refer these pupils to the Fair Access Protocol as listed in School Admissions Code (paragraph 3.10). We will not refuse admission on these grounds to looked-after children, previously looked after children and children with EHC plans listing the school.

Catchment area
Details of the school's defined catchment area are annexed to this policy. If you have any questions about the catchment area, please contact the school.

Oakwood Academy Catchment Area



Oakwood Academy Catchment Area 2020/21

Map produced on: 11/02/2021

Map produced by: M Cotterill School Organisation

Nottingham City Council
Children & Families

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