



Goresbrook School

Admission Policy

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Date of last review	October 2022		
Date of next review	October 2024	Owner	Megan Harris
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SLT member responsible for Admissions	Megan Harris - Secondary Principal Anne Smith- Primary Principal		



Introduction

Goresbrook School is a mainstream co-educational, non-selective, all-through School for local children with an admission number of 90 in Primary, and 60 in Secondary. The school can admit 120 pupils into year 7 but up to 90 places will already have been given to year 6 pupils at the school. The remaining 60 places will be issued in line with the schools published admission criteria.

We believe in providing a continuous outstanding school experience for children from 4-18 years. We aim to ensure the entire admissions process is as smooth and efficient as possible, so that children can begin their learning journey with us in a positive manner. All admissions will be managed by Barking and Dagenham Council. United Learning retains overall responsibility for admissions.

Statutory Framework and other guidance

- This Policy complies with the School Admissions Code (September 2021) and the School Admission Appeal Code (September 2021).
- The admissions register is maintained in accordance with Education (Pupil Registration) (England) Regulations 2006.
- Goresbrook School is committed to ensuring that the application of this policy is non discriminatory in line with the UK Equality Act (2010), and complies with the
- Human Rights Act (1998).

Links to other policies

The Admissions Policy should be read in conjunction with the following areas of School policy:

- Equal Opportunities Policy
- Inclusion Policy
- Safeguarding and Safer Recruitment Policy
- Looked After Children Policy
- Transition Policy

Key Principles

The following framework underpins the Admissions Policy at Goresbrook School.

The process:

- is fair
- is open, transparent and accessible to all
- is inclusive
- is entirely non-selective, and leads to a school serving the local community

Implementation

General Admissions Process

- All applications are made via Barking and Dagenham Council, using the online parent portal. We follow the Pan London Coordinated Admission System.
- An application must be made for all Reception places, irrespective of whether the child attends the Goresbrook School Nursery.
- Mid-year admissions are pupils for whom a school place is being sought outside of the normal admissions rounds. Applications for mid-year admissions are made via Barking and Dagenham Council.
- Goresbrook School has an agreed admission number of 90 pupils (Primary) and 120 pupils (Secondary) and will accordingly admit these numbers in the relevant age group



each year if sufficient applications are received. Where fewer than these numbers of applications are received, the school will offer places to all those who have applied.

- It is the expectation of Goresbrook School that a child is educated alongside his/her age equivalent peers, in almost all cases. We would strongly advise that all children enter into their normal year group. The responsibility for addressing individual educational needs lies with Goresbrook School through an appropriately differentiated and enriched curriculum. Parents may request that their child is exceptionally admitted outside their normal age group. United Learning (the admissions authority of Goresbrook School) will decide whether or not the individual child's circumstances make this appropriate on educational grounds.
- Where the number of applications for admission is greater than the published admissions number, applications will be considered against the criteria set out below, in the given priority order:

The Oversubscription Criteria

- Priority 1 Children who are or were in the care of a local authority.
- Priority 2 Children who have a sibling (brother or sister) at the school when they are due to start school.
- Priority 3 Children who live closest to the school, measured in kilometres in a straight line (as the crow flies).

Pupils with Education Health Care plans will not be subjected to the application of the oversubscription criteria. They will be allocated a place at Goresbrook School if their statement nominates the School as being the most suitable.

A looked-after child is a child who is or was:

- in the care of a local authority;
- or being provided with accommodation by a local authority under their social services duties (see the definition in Section 22(1) of the Children Act 1989).
- For admission purposes we consider a 'looked-after child' to be a child currently in care or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, 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.

'Sibling' means:

- a full brother or sister;
- a half-brother or half-sister;
- a stepbrother or stepsister; and
- an adopted or long-term fostered brother or sister; living at the same address and going to the named school (not including the school's nursery).

All siblings must be named on the application form. If they are not listed on the form, we cannot take them into account.

- The child's home must be the permanent address where they live with their legal guardian. This should be the address for Council Tax and where any Child Benefit is addressed. Where parents have shared responsibility for a child and the child lives with both parents for part of the school



week, parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

- All distances are measured using ESRI's geographical information system from the centre of the child's home to the school's main gate.
- When children have an equal claim to a place because their measurements are the same (for example, from a block of flats), we will use a lottery system (random allocation) to offer places to children.
- Children who have attended Goresbrook School Nursery will be given no priority in applications to Reception. They must follow the same process as all applicants.
- Children who are on roll at Goresbrook School on the final day of summer term in Year 6, will be given a place at Goresbrook School in Year 7 the following year.
- Any other circumstances that are not listed in the admission criteria will not be considered.
- If a child is given a place at Goresbrook School based on false or misleading information, the place will be withdrawn and legal action may be taken.
- The Oversubscription Criteria applies to all year groups from Reception to Year 11. Separate guidelines will be published for admissions into the Nursery and Sixth Form.

In-year admissions process

The following process is for in-year admissions:

- Prospective families are invited for a meeting (Home visits take the place of this meeting in the case of new Reception children) with the admissions officer.
- All in-year admissions are managed through Barking and Dagenham Council, and the same over-subscription criteria apply as in part A.
- The interest list is maintained by Barking and Dagenham Council, and we keep an up to-date copy for our records that matches this. The admissions officer is responsible for ensuring the interest list is accurate and for liaising with Barking and Dagenham in all matters related to in-year admissions.

The Induction Meeting (including Home Visits for new Reception pupils) should follow these guidelines:

- A translator should be present where necessary
- The following should be given to parents/carers before the meeting:
- Welcome letter from Principal
- Enrolment form
- Uniform Policy
- Free School Meals application
- Caterlink consent form
- Attendance Booklet
- Place2Be Opt Out form (Secondary only)
- BioStore finger print consent forms (Secondary only)
- Health Plan (where necessary)
- Start date should be agreed at the meeting

Where a child has been excluded from a previous school, is joining Goresbrook School as a managed move, has an Education Health Care Plan or is being reintegrated to the School



from a Pupil Referral Unit, a multi-agency meeting should take place prior to admission.

Appeals

- Parents have a right to appeal to an independent appeal panel, if Goresbrook School was listed as a higher preference than they have been offered.
- All Appeals are managed by Barking and Dagenham Council.

Sixth Form Admissions Policy

- The Sixth Form capacity at the school is 180.
- Both Year 12 and Year 13 have a capacity of 90 places
- Students must meet the entry requirements for the courses they wish to study. If all 120 students in Year 11 meet the criteria and wish to study at Goresbrook Sixth Form students will be offered places based on their academic results.
- The Published Admission Number (for external candidates) for Year 12 is 20. This is a minimum number applicable to external candidates, so the actual number of external admissions may be higher depending on how many Year 11 pupils at the School move into Year 12.
- Where an external candidate has an Education Health Care plan which names the school then that applicant will be admitted and the number of available places for external applicants will reduce accordingly.
- To be eligible for admission to the Sixth Form the School has specific academic criteria in relation to minimum entrance requirements for Year 12 based on GCSE grades.
- The entry criteria are the same for internal and external applicants. Students wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These are:
 - A minimum of 5 GCSEs at grade 6 (including mathematics and English)
 - Grade 7 in GCSE subjects to study the following subjects: Art, Sciences, Mathematics, Economics (GCSE mathematics at grade 7) and Music
 - Grade 6 in GCSE subjects to study the following subjects: English Literature, French, Geography, History, Psychology, Physical Education, and Sociology

Please note that being offered a place in the Sixth Form is not a guarantee of a specific course of study.

Process for Application

- All applications for Year 12 admissions should be made directly to the School via the Sixth Form Admission Form which can be found on the school website.
- If there are more than 20 external applicants for Year 12.
- For external applicants if more than 20 can be accommodated due to internal student numbers), an oversubscription criterion will applied to external applicants.
- Priority 1 Children who have the highest attainment at GCSE
- Priority 2 Children who are looked after or previously looked after
- Priority 3 Children who have a sibling (brother or sister) at the school when they are due to start school.
- Priority 4 Children who live closest to the school, measured in kilometres in a straight line (as the crow flies).



Goresbrook School

The best in everyone™

Part of United Learning

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All other students

- Where any criterion is oversubscribed the priority will be determined by distance with priority conferred on the applicant/s living closest to the School. The distance will be calculated using a Geographical Information System and will measure a straight line from the central point of the School to the applicant's home address.
- If it is still not possible to determine priority, then the School will apply a random allocation process electronically administered through the Trust IT system in use at this time and overseen by a person independent of the Trust and the School.
- External applications to join Year 13 will only be considered in exceptional circumstances.

Right of Appeal for Sixth Form Admissions

- Where a student is refused admission to the Sixth Form, both the parent/carer of
- the student and the student have a right of appeal before an independent admissions
- appeal panel.

Monitoring and Review

This policy has been made in accordance with the most recent legislation. This policy will be administered fairly and impartially. The decision to admit, or otherwise,