



Admissions Policy

Chair of Governors: John Taylor

Nominated Lead member of staff: Andrew Murphy

Review Date: July 2016

Admission from Year 6 into Year 7, September 2016

The Governing Body's Published Admission Number for Year 7 is 250 across 21 Learning Guide groups. This year we intend to admit above our pupil admission number.

The Governors acknowledge their statutory duties regarding the admission of students with statements of special educational needs and those who are in public care. In the first instance, places will be awarded to those pupils with a statement of special educational needs where the school is named in the statement.

When the number of applications exceeds the number of places available, offers of places will be made following the criteria listed below in order of priority:

1. Those children who are looked after children and previously looked after children (previously looked after children are children who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order);

2. Children who have a sibling who will still be attending the school in September 2015.

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.

In the case of siblings in the same age cohort and where there is only one place available in the school, all will be admitted even if it goes above the admission number for the school.

3. Children who attend a Partner Primary School linked to Dyke House Sports and Technology College. The partner primary schools for 2015/2016 admissions are: Brougham, Holy Trinity, Jesmond Gardens Lynnfield, St Aidan's, Stranton and Ward Jackson Schools. Within this criterion places will be allocated in the following order of priority:

Those children who attend a Partner Primary School and live within the admission zone of that primary school. Those children who attend a Partner Primary School but live outside the admission zone of that primary school. Those children who do not attend a Partner Primary School but live within the admission zone of a Partner Primary School.

4. Children who have a significant medical, physical or psychological condition. When using this criterion it must be supported by written evidence from the medical professional involved stating clearly why Dyke House Sports and Technology College is the most appropriate and reasons why other schools are inappropriate.

5. Those children who live closest to the school as determined by the shortest suitable walking distance. This is considered to be the address where the child lives

for the majority of the school term time with a parent or carer who has parental responsibility as defined in the Children's Act 1989. The Governing Body may make further enquiries relating to the address given as the student's place of residence. The distance will be measured by the shortest suitable walking route from the (ordnance survey) address point of the child's home address to the main entrance of the school, using the Local Authority's computerised measuring system).

Applications should be made through the Common Applications Form scheme and returned direct to the local authority. There will be two forms known referenced CAF/1 and CAF/2. CAF/1 will be used for Year 7 applications within the normal admissions round and CAF/2 will be used for all applications outside the normal admissions round. It is also possible to submit CAF/1 on-line direct to the Local Authority.

The Governing Body will consider all applications before offers of places are made by the LA, on behalf of the school.

Parents who fail to receive an offer of a place at the school for their child have the right of appeal to an independent Appeals Committee, whose decisions are binding on the School and Governing Body. To exercise their right to appeal parents should notify their intention to the Admissions Officer, Dyke House Sports and Technology College.

Further appeals: The school will not make any fresh decisions in relation to repeat applications made for places in the same academic year, unless there are significant and material changes in the circumstances of the parent, child or school relevant to a further application.

Waiting list: If the number of places available is insufficient for the number of applicants the school will maintain a waiting list. Children will be ranked on the waiting list in the same order as the criteria for admission and not in the date order of receipt of the application. As soon as a place becomes available it will be filled from the waiting list. Placing a child's name on the waiting list does not affect an applicant's right of appeal against an unsuccessful application.

2015 – 2016

Mid Year Admissions Year 7 – Year 11

Applications received after the deadline for CAF/1 as set by the Local Authority will be treated as casual admissions. These will be made on form CAF/2 available from the Local Authority and sent direct to the Admissions Team at the LA who will pass the details on to the school Admissions Officer. If the CAF/2 is sent direct to the school it will be forwarded to the LA who will refer the application to the school's Admissions Officer.

The school will inform the parent and the Local Authority of the decision. If a casual admission is refused the school will notify the parent of the decision and the right of

appeal. A copy of the refusal letter and a copy of form CAF/2 will be sent to the LA so that the LA can pursue alternative preferences.