



The
MAST
 Academy Trust

Policy	Trust Admissions Policy 2021/22		
Owner	Melanie Humphreys – Executive Administrator		
Date approved	12 th February 2020	Adopted from	February 2020
Approver	Martyn Jones	Signature	<i>Martyn Jones</i>

Current version	V3.0
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Next review due	Spring Term 2021
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Objective of Policy
<p>The Admission Policy is to outline admissions criteria for the schools within the Mast Academy Trust:</p> <ul style="list-style-type: none"> • Birdsedge First School • Kirkburton Middle School • Scissett Middle School • Shelley First School. <p>This complies with the DfE schools admissions code (https://www.gov.uk/government/publications/school-admissions-code--2)' and the DfE School admissions appeals code (https://www.gov.uk/government/publications/school-admissions-appeals-code)</p>

Version Control	
Version Number	Summary of amends from previous version
3.0	Annual review of admission policy

Sign off requirements	
Approvers	Position
Chair of trustees ratification	Martyn Jones
Local LGB adoption approval	Chair of Governors per LGB
Reviewers	Position
Natasha Greenough	CEO The MAST
Martyn Jones	Chair of Trustees

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1.0 ADMISSIONS CRITERIA

Pupils are admitted to the schools within The Mast Academy Trust in accordance with The Mast Academy Trust Admissions Policy. This means that places are offered as follows:

If there are fewer applicants than there are places available, everyone who applies will be offered a place. When there are more applicants than there are places available there has to be a way of deciding which children are offered places. This is done by having admission criteria, also known as oversubscription criteria, which are considered in order. The Mast Trust Academy admission criteria for our schools are:

Criteria 1

- children in public care (looked after children) or a child who was previously looked after

Criteria 2

- children who live in the school's Priority Admission Area (PAA) who have a brother or sister attending from the same address at the date of admission (the sibling rule) attending a feeder school
- children who live in the school's Priority Admission Area (PAA) who have a brother or sister attending from the same address at the date of admission (the sibling rule) not attending a feeder school

Criteria 3

- children who live in the school's PAA attending a feeder school
- children who live in the school's PAA not attending a feeder school

Criteria 4

- children who live outside the school's PAA who have a brother or sister attending from the same address at the date of admission (the sibling rule) attending a feeder school
- children who live outside the school's PAA who have a brother or sister attending from the same address at the date of admission (the sibling rule) not attending a feeder school

Criteria 5

- children who live outside the school's PAA attending a feeder school
- children who live outside the school's PAA not attending a feeder school

We will admit a child with a Statement of Special Educational Needs where the school is named on the statement.

2.0 TIER SYSTEM

The schools in the Denby Dale – Shelley area of Kirklees are organised in a “3-tier” system of first, middle and high schools with transfers between schools at ages 10 and 13. The first schools linked to the middle schools are shown below. Almost all children transfer from first schools to a middle school at age 10.

As this age of transfer only applies to the Denby Dale – Shelley area of Kirklees and to maintain continuity for children in the system there is an additional admission criterion specifically for children attending first schools.

Kirkburton Middle School Feeder Schools

Emley First School, Farnley Tyas Church of England (C) First School, Highburton Church of England Voluntary Controlled First School, Kirkburton C of E First School, Shelley First School, Shepley First School and Thurstonland Endowed V C First School.

Scissett Middle School Feeder Schools

Birdsedge First School, Cumberworth CE(VA) First School, Denby CE(VA) First School, Flockton CE(VC) First School, Denby Dale First & Nursery School, Kaye's First & Nursery School, Scissett CE Academy, Skelmanthorpe Academy, St Aidan's CE Academy.

3.0 FURTHER INFORMATION

Further information is available from Natasha Greenough, CEO of The Mast Academy Trust, Telephone: 01484 865444, email: office@scissett.com, postal address: Scissett Middle School, Wakefield Road, Scissett, Huddersfield HD8 9JX.

4.0 OBJECTIONS

Any objections to the policy can be made to the Office of the Schools Adjudicator <https://www.gov.uk/government/organisations/office-of-the-schools-adjudicator> The OSA is not involved in making decisions about school admissions for individual pupils. Parents who want to appeal about school places should contact their admission authority.

Appendix A

In Year Admissions

The information below is not a change to the Admissions Policy. It is simply details of our arrangements for 'In Year' Applications for a place at one of the four schools in The Mast Academy Trust.

- In Year Admission forms (ICAF) are available with each school for applications made for a place which is not part of the usual entry admission arrangements to the school.
- The forms are returned to the school in question.
- The form will be scanned and sent to Kirklees Pupil Admissions Service via AnyComms within two days of receipt.
- School will then have up to 21 days to consider the application, make a decision about the place and inform the parent(s) of that decision.
- The ICAF will then be scanned and sent again via AnyComms to Kirklees Pupil Admissions Service with the decision indicated on the reverse of the form. This is to ensure the Service have up to date information about places in each year group.
- If the place is refused the school will place the applicant on a waiting list for the year group in question.
- We will keep the applicant on the waiting list for one term only (in line with Kirklees Pupils Admissions Service). If they still wish to remain on the waiting list, they will need to complete a further ICAF.