

ESPRIT MULTI ACADEMY TRUST

Hamilton Academy, Northwood Broom Academy and Grove Academy Admissions Policy

(For Implementation from 1st September 2021)

Hamilton, Northwood Broom and Grove Academies welcome children from all backgrounds, faiths and those of no faith. The Governors of the Academies are committed to developing inclusive schools that reflects the diversity of the local community

As well as being inclusive academies, the Infant schools and Junior school have a distinctive ethos and character. All parents applying for a place at each Academy are asked to respect this ethos and its importance to the school community. It is hoped that all children who attend our Academies will actively participate in the life of the school.

Admissions Process

Parents wishing to apply for a place at Hamilton Academy, Northwood Broom Academy or Grove Academy can apply online at www.stoke.gov.uk/admissions or complete the Admission Application Form, which is available from the academy. This should then be returned directly to the academy or to the Local Authority by the published closing date. **Paper forms are only available for late applicants or those with additional needs that preclude the use of the on-line system.**

The admission of pupils with an Education Health Care Plan (EHCP) are dealt with by a separate procedure. These children will be admitted to the Academy if our school is named on the EHCP and will be placed first. This is a statutory entitlement under S.324 of the Education Act 1996.

Children who attend Hamilton Academy or Northwood Broom Academy and apply for a place at Grove Academy will be allocated a place before the oversubscription criteria operates.

The maximum number of children we can accept into each cohort each year is 60 in the infant Academies and 120 in the Junior Academy. If there are more applicants than places available, the Governors, who are the admissions authority for the Academy, will operate the following oversubscription criteria:

- a) Children who are in the care of a local authority (looked after children) or provided with accommodation by them (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order), immediately following having been looked after.
- b) Children living in the catchment area of the Academy, who (at the time of application) have an elder brother or sister in attendance at the Academy and who will still be attending at the proposed admission date then following that criteria, children with no sibling in school but living in the catchment area.

Siblings are considered to be those children who live at the same address and either:

- Have one or both natural parents in common
OR
- Are related by a parent's marriage or related by parents living as partners at this address
OR
- Are adopted or fostered by a common parent
OR
- Children not adopted, fostered or related by a parent's marriage or with one natural parent in common, who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.

We do not include cousins within our definition of siblings.

If a child lives with **parents with shared responsibilities**, each for part of the week, the 'home address point' will be the one at which the child is resident for the greatest part of the school week. Where this is equally shared, the home address point will be the one used when applying for child benefit.

- c) Children living within the catchment area of the academy.
- d) Other students arranged in order of priority according to how near their home address point is to the Academy. Distance is measured by straight line measurement from the home address point to the main gate of the school (Keelings Road entrance for Northwood Academy, Barthomley Road for Hamilton Academy and Turner Street for the Junior Academy) as measured by the Local Authority geographical information system.

All applications will be ranked against the oversubscription criteria. Where there are two or more applications and fewer places available within any oversubscription criteria, priority will be given to the applicants whose permanent address is closer to the Academy as measured by a straight line measurement, using GIS.

Appeals

Parents who wish to appeal against the Governors' decision not to offer a place to their child, must do so by writing to the Local Education Authority Appeals Committee, Democratic & Committee Support, Democratic Services Division, City Director's Office, City of Stoke-on-Trent, Civic Centre, Glebe Street, Stoke-on-Trent, ST4 1HH. The Independent Appeals Panel must hear the appeal within 30 school days of its receipt and will notify parents of their decision within 5 working days.


In Year Admissions

Admissions into year groups other than at the normal point of entry will be on an in year transfer application form, directly to the Academy and the allocation of places will be made in line with the above oversubscription criteria.

Waiting List

The Academy will maintain a waiting list until the end of each academic year. Applications for inclusion on this waiting list must be made directly to the Academy and these will be ranked according to our over-subscription criteria.

Signed



(Executive Principal, ESPRIT Multi Academy Trust)

Signed



(Chair of Governors, ESPRIT Multi Academy Trust)

Date 04/03/2020

Revision History

Version	Date	Comments	Review Date
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