



Humphry Davy School Admissions Policy 2019-2020

Humphry Davy School Vision and Policy Statement

"Humphry Davy School 'aims for excellence in everything we do' and 'seeks to maximise the life chances of all our young people'. We promote high achievement and look to develop the full academic, creative, physical and personal potential of our students. Our Admissions policy is formulated to be inclusive and enable all students to access our high quality provision, irrespective of their background."

Context and Background

Humphry Davy School is a Foundation School and the Governors are the admitting authority. The school is a mixed 11-16 comprehensive school serving the wider Penzance community.

SEN admissions

As of September 2016 parents/carers of children with an Education, Health and Care Plan or a Statement of Special Educational Needs in Cornwall no longer have to make an application through the general school admissions system.

See the Briefing Note attached in Appendix 2.

Children in Care Admissions

Children in Care who are directed to the school by the Local Authority will be admitted to the school, regardless of the number on roll in the year group. A 'child in care' is also referred to as a 'looked after child' and 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 (see the definition in Section 22(1) of the Children Act 1989). This also includes A Residency Order or Adoption Order which are now referred to as "A Child Arrangement Order".

All definitions are referred to in Appendix 1.

Humphry Davy School will participate fully in the Local Authority's Fair Access Protocol and the school will participate fully in the Local Authority's co-ordinated admission schemes for secondary transfer and in-year admissions.

Details of these schemes are available from;

School Admissions Team
Cornwall Council
New County Hall
Treyew Road
Truro
TR1 3AY
Tel: 0300 1234 101
schooladmissions@cornwall.gov.uk

or on the Council's website; (www.cornwall.gov.uk/admissions).

Closing dates, deadlines and timescales (including those relating to late applications) will be as stated in those schemes. The school may withdraw any offer of a place made under the scheme if it is found that the place was offered based on a fraudulent or intentionally misleading application.



Applications for a Place

All applications for places at Humphry Davy School must be made directly to the applicant's home authority on the appropriate Common Application Form (CAF). The CAF and supporting information will be available electronically on the Local Authority's website or in paper form on request from the Local Authority. There is no supplementary information required by the Admissions Authority of Humphry Davy School.

The Governors will operate an equal preference scheme as defined in the School Admissions Code.

The published admission number (PAN) for Year 7 in 2019/20 will be 175.

In the event of there being more than 175 applications for places in Year 7 for the 2019/20 academic year the following oversubscription criteria, in descending order of priority, will be used to prioritise applications.

Oversubscription Criteria for Year 7

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils with statements of special educational needs or pupils that have an Education, Health Care Plan, that name Humphry Davy School in the 2018/19 school year.

1. Children in care and children who were previously in care but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order.
2. Children who live in the designated area of Humphry Davy School, or whose parents can provide evidence that they will be living in the designated area of Humphry Davy School by the beginning of the autumn term of the 2019/2020 school year.

If there are more designated area children wanting places at Humphry Davy School than there are places available, criteria 3 to 6 below will be used to decide which of these children should have priority for admission.

3. Children with an unequivocal professional recommendation from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at Humphry Davy School would not be in the best interest of the child and that placement at Humphry Davy School is essential. Such recommendations must be made in writing and must give full supporting reasons and will be reviewed by the Governing Body and LA.
4. Children with siblings who will still be attending the Humphry Davy School at the time of their admission.
5. Children on the roll of a primary school at the time of allocation (see Appendix 1) whose designated area is contained within or forms part of the designated area of Humphry Davy School.
6. All other children.



Oversubscription Criteria for Years 8 to 11

Years 8 to 11 (although applications for year 11 that are for admission after October 2019 will be dealt with under the Fair Access Protocol)

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils with statements of special educational needs or have an Education Health Care Plan, where Humphry Davy School is named, in years 8 to 11 at Humphry Davy School in the 2019/20 school year.

1. Children in care and children who were previously in care but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order.
2. Children who live in the designated area of Humphry Davy School, or whose parents can provide evidence that they will be living in the designated area of Humphry Davy School by the requested date of admission.

If there are more designated area children wanting places at Humphry Davy School than there are places available, criteria 3 to 5 below will be used to decide which of these children should have priority for admission.

3. Children with an unequivocal professional recommendation from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at Humphry Davy School would not be in the best interest of the child and that placement at Humphry Davy School is essential. Such recommendations must be made in writing and must give full supporting reasons and will be reviewed by Humphry Davy School.
4. Children with siblings who will still be attending Humphry Davy School at the time of their admission.
5. All other children.



Appendix 1

Notes and definitions

Children with statements of special educational needs or with an Education, Health Care Plan

If a child with a statement of special educational needs or an Education, Health Care Plan has the name of a school specified, the child **must** be admitted to that school.

Children in care

Children in care and children who were previously in care but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order.

A 'child in care' is also referred to as a 'looked after child' and 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 (see the definition in Section 22(1) of the Children Act 1989).

A 'child arrangement order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. 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).

Designated areas

The Local Authority (LA) has divided the county into geographical areas. Each of these areas is served by a specific secondary school (or schools). These areas are called 'designated areas'. (You may also have heard these areas referred to as 'catchment' areas.) Your designated school will not always be the one nearest to your home address.

A map of the designated area can be seen online at

www.cornwall.gov.uk/admissions

following the link 'Find your nearest or designated school' or by calling the School Admissions Team on:

0300 1234 101 or

Emailing: schooladmissions@cornwall.gov.uk

Please note, however, that these maps are, of necessity, small scale and if your property is near a border it is advisable to check your designated school with the Admissions and Transport (Policy) Team. Larger scale maps are available for all designated areas on request. You can also ask to be notified of the designated school(s) for any address. These requests should be made to:

School Admissions Team,

Cornwall Council,

County Hall, Treyew Road,

Truro, TR1 3AY.

Tel: 0300 1234 101,

email: schooladmissions@cornwall.gov.uk

The LA will continue to give free transport to eligible children on the basis of residence in the areas which is defined as the designated area for Humphry Davy School.

If you are planning to move into the designated area of Humphry Davy School, your application for a place for your child at that school will not be given the priority accorded to designated area



pupils without firm evidence of your new address and moving date, such as a copy of a signed and dated tenancy agreement or confirmation that contracts have been exchanged.

Professional recommendation for admission

If you think your child meets this criterion, as described in the Oversubscription Criteria, you must send the relevant written evidence to Humphry Davy School.

Admission for out of year group places

Although most children will be admitted to Humphry Davy School with their own age group, from time to time parents seek places outside their normal age group for gifted and talented children or those who have experienced problems or missed part of the year, often due to ill health. While it would not normally be appropriate for a child to be placed in a year group that is not concurrent with their chronological age, Humphry Davy School will consider these requests carefully, and will make a decision based on the particular circumstances of each case, at the discretion of the Headteacher.

Siblings

'Siblings' means brothers or sisters. They are defined as children with at least one natural or adoptive parent in common, living at the same or a different address. Children living permanently in the same household at the same address would also be counted as siblings, regardless of their actual relationship to each other.

To qualify as a sibling a child must be on the roll of the school in question at the date of application, allocation and admission.

Children on the roll of a primary school (at the time of allocation) whose designated area is contained within or forms part of the designated area of the preferred secondary school.

The primary schools in Humphry Davy School's designated area are listed below:

Alverton CP School

Germoe CP School

Gulval CP School

Heamoor CP School

Ludgvan School

Marazion School

Mousehole Primary School

Newlyn School

Pensans Primary School

St Hilary School

St Maddern's C of E School

St Mary's C of E School

St Mary's Catholic Primary School

Trythall Primary School

Tie-breakers

If any of the criteria outlined above leave more children with an equal claim than places available, the following tie-breakers will be used:

Where two or more children fulfil the same criterion, priority will be given to the child who lives nearer to the preferred school.

Distances

Home to school distances used for tie-breaking will be measured by a straight-line measurement as determined by Capita One and supported by Cornwall Council's nominated Geographical Information System (currently DataMap). Measurements will be between your home address (the centre of the main building of the property) and the main gate of the school (as determined by Cornwall Council).

Distances used to determine nearest school with room (i.e. where it is not possible to offer a place at a preferred school) and for establishing transport entitlements will be measured by the nearest

available route as determined by Cornwall Council's nominated Geographic Information System software (currently DataMap).

Home address

Each child may have one registered address only for the purposes of determining priority for admission and transport entitlement. This address should be the place where the child is normally resident. If there is shared residence of the child or a query is raised regarding the validity of an address, it may be necessary to use the address of the person receiving child benefit for the child. If this is inconclusive, the registered address would be considered to be the address at which the child spends the majority of days during the school week. Details of how the LA establishes the 'home address' are available in the admissions booklet at www.cornwall.gov.uk/admissions. However, parents should settle any dispute prior to submitting only one application to Humphry Davy School for each child.

Multiple birth siblings

Where applications are received on behalf of 'multiple birth siblings' (i.e. twins, triplets, etc.) or siblings whose dates of birth place them in the same chronological year group, every effort will be made to offer places our school, which may mean allocating places above the Published Admission Number (PAN) where that is possible. However, where this is not possible, parents will be invited to decide which of the children should be allocated the available place(s).

Relevant area(s)

Consultations on proposed admission arrangements must be carried out within an area called 'the relevant area'. It is the responsibility of LAs to determine relevant areas and to consult on and review their relevant areas on a regular basis.



Appendix 2

Briefing note

New arrangement for entry into school for children with an Education, Health and Care Plan or a Statement of SEN

From September 2016 parents/carers of children with an Education, Health and Care Plan (EHC Plan) or a Statement of Special Educational Needs (Statement of SEN) in Cornwall no longer have to make an application through the general school admissions system.

All requests for a change of school during the school year ('in-year' admissions) and all requests for entry into school at the normal point of entry (starting in the reception year, transferring from infant to junior school or transferring from primary to secondary school) will be handled by the SEN Assessment and Provision Team.

Parents will be able to discuss the educational options with a member of the SEN Team to enable them to make an informed decision regarding their preferred school.

Where a request for an EHC needs assessment has been made or where a child is under assessment (but no decision has yet been made about issuing an EHC Plan) an application for a school place must be made through the normal school admissions process (www.cornwall.gov.uk/admissions).

Parents/carers should be advised:

If your child has an Education, Health and Care Plan (EHC Plan) or Statement of Special Educational Needs (SEN), you do not need to complete an application form as a school place will be identified through a separate process. Please contact the SEN Assessment and Provision Team for more information:

Tel: 01872 324242 Email: specialaeducation@cornwall.gov.uk

However, if a request has been made for an EHC needs assessment for your child, or your child is currently being assessed to decide whether an EHC Plan is necessary, you will need to make an application using the normal process.

The process for SEN admissions can be found in the Local Authority's Local Offer: www.supportincornwall.org.uk

For more information please contact:

Maggie Dalton, SEN Assessment and Provision Manager (for SEN admissions)
specialaeducation@cornwall.gov.uk

Sarah Lewis, Pupil Placement Manager (for standard school admissions)
schooladmissions@cornwall.gov.uk



Humphry Davy School

Raising Aspirations | Achieving Excellence

Learning and Achievement
September 2016