



<b>Date of last review</b>	September 2023	<b>Review period</b>	Annually
<b>Date of next review</b>	September 2024	<b>Author</b>	Tracy Dohel
<b>Type of policy</b>	Statutory	<b>Approval</b>	LGB
<b>SLT member in charge</b>	Tracy Dohel		

Ernest Bevin Academy is an 11-16 Boys' school with a co-educational sixth form. It serves the local community and admits boys at 11 without reference to ability or aptitude. Children from families of all faiths, or none, are very welcome. Ernest Bevin Academy is part of [United Learning](#) (the Trust).

## **ADMISSION NUMBER**

The planned admission number for Year 7 is 120.

## **Applications for entry into Year 7**

The Local Governing Body has delegated responsibility for the admission of pupils.

For entry into Year 7 the admissions application and offer process will be coordinated via Wandsworth Council as part of the Pan London Coordinated Admissions Scheme and its timetable. The Academy will consider all applications for places. Where fewer than 120 places are received, the Academy will offer places to all those who have applied.

Parents/carers must apply on the Common Application Form of the local authority where they live. This can be completed online via <https://www.eadmissions.org.uk/> or on a paper form available from the school or their local council's School Admissions Team. The closing date for Year 7 applications will be 31 October 2023. Outcome notifications will be sent out on 1 March 2024. Applications received after the set closing date will be accepted but will not normally be considered for a place at the school until after the initial offer date.

The admission of students with an Educational Health Care Plan is conducted through a separate process. Parents of these students should contact their home local authority's SEND department.

## **Year 12 Admissions into the Sixth Form (Boys and Girls)**

All Year 11 students from the academy who meet the entrance requirements will be admitted into the sixth form. In addition, places are reserved for external applicants (girls as well as boys) who meet the same criteria.

Further information on Year 12 admissions including eligibility criteria can be found here: [www.ernestbevin.london/sixth-form-admissions](http://www.ernestbevin.london/sixth-form-admissions)

## **OVERSUBSCRIPTION CRITERIA**

Where the number of applications for admission is greater than the published admission number, the remaining places will then be offered as follows. After the admission of pupils with an Education Health Care Plans (EHCP) where Ernest Bevin Academy is named on the EHCP, the criteria will be applied in the order outlined below:

- (i) Children who are "Looked after" by a Local Authority, or a child who was previously looked after but immediately following being looked after were subject to an adoption or residency order, including those from outside of England (see notes 1 and 2).
- (ii) Children with a professionally supported exceptional medical need or exceptional social need for a place at the Academy, as decided by Wandsworth Local Authority. (see note 3).

- (iii) Children who have a sibling on roll at the Academy at the time of application (see note 4).
- (iv) Children of staff employed directly at the school (see note 5).
- (v) Applicants who live nearest to the academy using a straight-line measurement from home to the school as calculated by Wandsworth Council's Geographical Information System. (See note 6).

All applicants will apply on an equal footing and will not need to specify under which category they are applying.

## **ADDITIONAL INFORMATION**

### **Twins and Children of Multiple Birth**

Twins, children of multiple birth and children born in the same academic year will be considered individually alongside all other applicants. Every effort will be made to accommodate all children within the same school even if this means that the PAN will be exceeded.

### **Children with an Education Health and Care Plan**

Children with an Education Health and Care Plan (EHCP) are considered for places separately outside of the mainstream admissions process. Places will first be allocated to children with an EHCP which names the school or for whom the school is being consulted with by the responsible Local Authority. These children will be included in the overall admission number of the school. If, following consultation, the place is not required at the school, it will be offered from the school's waiting list.

### **Waiting List**

Unsuccessful applicants (including any applications received after the closing date) will be included on the school's waiting list ranked in order of priority under the published oversubscription criteria, without regard to the date that the application was received. Please note a child's position on the waiting list can go down as well as up. For example, if a new application is received or if a child on the list moves nearer to the school, the waiting list may need to be revised. The offer of a place does not depend on the length of time your child's name has been on the waiting list.

### **National Offer Day**

On National Offer Day (normally the 1st of March) your home borough will inform you of the outcome of your application and which school you have been allocated. Ernest Bevin Academy will also send out offer letters with a deadline for accepting or declining a place.

### **Appeals**

Parents who are not offered a place for their child have the right to appeal to an independent appeal panel. Further information will be provided in the notification letter. Parents/carers can obtain appeal forms and details of the appeals process via emailing [admissions@ernestbevinacademy.org.uk](mailto:admissions@ernestbevinacademy.org.uk)

## **Admission of children outside their normal age group**

Families may seek a place for their child outside of his/her normal age group under various circumstances such as for summer born children who started primary school later, ill health, if the child is gifted and talented or when the child has experienced problems.

The academy will consider requests on the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The headteacher's views will also be taken into account.

To request a place outside your child's normal age group, please provide a covering letter with your application outlining the reasons for admission outside of the chronological year group. Where possible, the request should be supported by a letter from a professional (e.g. Head/Senior teacher of previous school, GP, Hospital Consultant, Social Worker) that specifies the reasons for admission outside of the chronological year group. If the request is approved, the application will be processed as though it were any other application in accordance with the school's admission criteria, and the same oversubscription criteria will apply.

Parents have a statutory right to appeal against the refusal of a place at the school but this right does not apply if they are offered a place at the school but it is not in their preferred age group.

## **In Year Admissions**

Applications outside of the normal admissions round are known as in-year admissions. Applications for in-year admissions are coordinated by Wandsworth Council on the Academy's behalf. Parents are encouraged to apply for a place in-year via the local authority by completing this form [here](#). Applications will be considered in accordance with the above oversubscription criteria. In the event that it is not possible to offer a place, the waiting list and appeals procedures described above will apply.

Parents will be notified of the outcome of their in-year application within 20 school days. If the year group applied for has a place available, the child will be admitted unless there are reasonable reason(s) not to admit in accordance with Schools Admissions Code.

## **Fair Access Protocol**

Ernest Bevin Academy participates in the In-Year Fair Access Protocol managed by Wandsworth Council in order to minimize the number of students who are at risk of underachievement by being out of school, in accordance with the School Admission Code 2021. Further information can be found here: [In-year admissions and transfers - Wandsworth Borough Council](#)

## Notes:

- 1. A “Looked After Child” means any child who is in the care of a Local Authority in accordance with Section 22 (1) of the Children Act 1989. A child who was “previously a Looked After Child” means a child who after being Looked After became subject to an Adoption Order under the Adoption Act 1976 or under Section 46 of the Adoption and Children Act 2002, a Residence Order or Child Arrangement Order under Section 8 of the Children Act 1989 or Special Guardianship Order under Section 14A of the Children Act 1989. Documentary evidence will be required in all circumstances.*
- 2. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applicants will be asked to provide evidence in order to verify the previously looked after status of a child at the time of application. If any information supplied by an applicant is judged to be fraudulent or intentionally misleading, the Academy Trust may refuse to offer a place, or if already offered, may withdraw the offer.*
- 3. Applications made on exceptional medical grounds must be supported by a current letter from a specialist health professional. Applications made on exceptional social grounds must be supported by a current letter from a social worker or other care professional working with the family. The letters must give reasons why the child's condition or circumstances make it necessary for the child to attend the school applied for, and the difficulties that would be caused if the child had to attend an alternative school. If this information is not provided by the application closing date, the application will not be considered under this criterion. The Local Authority may request professional advice, from within or outside Wandsworth Council, before reaching a decision.*
- 4. A sibling is a full brother or sister, a step/half brother or sister living at the same address, a child who is living as part of the family by reason of a court order, or a child who has been placed with foster carers as a result of being looked after by a local authority.*
- 5. Priority to children of staff will be given only where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage. The member of staff must be employed on at least a 0.6 full time equivalent (FTE) basis and employed directly at the school (rather than through an agency or third-party organisation). The number of places offered under this criterion will be limited to a maximum of one place per Form of Entry (FE) at each school.*
- 6. The straight-line measurement used to prioritise applicants for admission to schools in Wandsworth commences in all cases at the location of the property and terminates at the central point of the school site as determined by Wandsworth Council's Geographical Information System. Measurements by alternative systems and/or to other points will not be taken into account in any circumstances. Where applicants have identical distance measurements, priority amongst them will be determined.*
- 7. The permanent address of the parent/carer with whom the child is living on the closing date for applications will be used for this purpose and this must be the address where the family normally lives. Parents are not permitted to use a temporary address to*

*secure a school place for the child. A business address, a childminder's address, or any address including a family member's address other than the child's permanent home will not be accepted. Proof of address will be sought and if there is any doubt about the validity of the address given it may be the subject of further investigation. Please see the ["Choose a Wandsworth Secondary School"](#) admissions brochure for further information.*

- 8. Where a child lives with parents with shared custody/responsibility, the address where the child spends the majority of the week should be used by parents for the school application. If there is a genuine 50/50 shared arrangement in place, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. In cases where an agreement cannot be reached between the parents and Child Benefit is claimed, the address that is registered for this claim will be used. Additional proof may be requested, e.g. court order or a solicitor's letter to confirm the arrangements.*
- 9. If there are more applications than places within any category, applications will be considered in order of straight-line distance from home to school as measured by Wandsworth Council's Geographical Information System (see note 6).*