



**Bluecoat Aspley**  
believe in yourself, in others, in God

## Admission Arrangements 2019/20

### Bluecoat Aspley Church of England Academy

The Governing Body of Bluecoat Aspley Academy is working in liaison with The Diocese of Southwell & Nottingham, the Department for Education and Nottingham City Local Authority supports Bluecoat Aspley Academy. Bluecoat Aspley Academy offers secondary education from age 11 - 18. The Academy is both distinctively Christian and inclusive. It is clear about its Christian ethos whilst welcoming children of other faiths or no faith.

### How to apply:

Admission to Bluecoat Aspley Academy is carried out as part of the home authority's co-ordinated admission arrangements. The deadline for applications for those children applying for a Year 7 place starting September 2019 is **\*31<sup>st</sup> October 2018**. In addition to completing the Local Authority Common Application Form (Online Preference Form), parents / carers should complete a Bluecoat supplementary form available from the academy office or from the academy website. Failure to complete both may result in your application not being considered under all possible criteria. Notification of school allocation will be made by the home local authority on National Offer Day. For September 2019 entry, the National Offer day is **1<sup>st</sup> March 2019**.

\*Parents wishing their child to take the Technology aptitude test will need to ensure their supplementary form is returned to the Academy before **Monday, 1<sup>st</sup> October 2018**.

For in-year admissions, please contact the Academy on 0115 929 7224 or complete the relevant in-Year application form available from <http://www.bluecoataspley.co.uk/prospective-parents/how-to-apply/>.

### Admission to schools outside the normal year group:

Bluecoat Aspley Academy will consider requests for admission outside the normal year group and take account of the circumstances of each case. Requests must be made in writing as a supplement to the application to the Clerk of the Governing Body. All requests to educate a child outside their normal year group must include evidence of the child's circumstances from a relevant professional detailing the child's educational need which makes education outside the normal age group necessary. Parents must consider the impact of a child being educated with children of a different age.

## Admission Arrangements

### Admission:

Bluecoat Aspley Academy has a planned admission number of **180** places in Year 7.

### Consideration of applications:

The Academy will consider all applications for places. Where fewer applications are received than places available, the Academy will offer places to all those who have applied. Students, who have a statement of special educational need or Education, Health and Care plan, naming Bluecoat Academy, will be admitted first. This will reduce the number of places available for other applicants on a pro rata basis.

## Oversubscription criteria

(see notes on page 5 for definitions):

After the admission of students with a statutory right to a place at the Academy through a statement of special educational need or Education, Health and Care plan, naming Bluecoat Aspley Academy in the statement or plan, the criteria will be applied in the order in which they are set out below. Where the number of places reserved in any criteria b-e are not filled that number of places will be added to the number of places available under criterion (f). If a student is not offered a place in the criteria of their choice they will be considered again under criterion (f).

- a) Children in public care;
- b) Up to **82** places will be offered to applicants who are involved in worship of a Church of England Parish or another Christian Church that is a member of Churches Together in England or Evangelical Alliance. In the event of oversubscription within this category, the following criteria will apply:
  - i) whether the child or the child's immediate family is at the heart of a Church;
  - ii) whether the child or the child's immediate family is attached to a Church;
- c) Up to **11** places will be offered to applicants attending Church of England primary schools;
- d) Up to **15** places will be offered to applicants who are involved in, and committed to, the work and worship of one of the other world faiths other than Christianity, such as Buddhism, Hinduism, Islam, Judaism, Shintoism or Sikhism. In the event of oversubscription within this category, the following criteria will apply:
  - i) whether the child or the child's immediate family is at the heart of the Faith Community;
  - ii) whether the child or the child's immediate family is attached to the Faith Community;
- e) Up to **18** places will be offered to applicants on the basis of their aptitude in technology subjects as assessed through a written test. The applicants will be ranked in accordance to their score from highest to lowest and offers will be made until the 15 places have been fulfilled. Parents will be informed of their rank before the closing date for secondary applications on 31<sup>st</sup> October 2018). Applicants that wish to be assessed in order to be considered for a technology place will need to ensure they have returned their supplement form to the academy by **Monday, 1<sup>st</sup> October 2018.** Tests will be held during the week commencing **15<sup>th</sup> October 2018.**
- f) After the allocation of the reserved places in criteria a-e the remaining **54** places will then be allocated to applicants in the order in which they are set out below:
  - i) places will be offered to children that has a sibling who will be attending the Bluecoat Academy Aspley at the time of the applicant's admission;
  - ii) places will then be offered to children who live the shortest \*distance from their home to the main entrance of Bluecoat Aspley Academy, Aspley Lane, Nottingham, NG8 5GY. In the event that such a measure is identical to the nearest metre for two or more children and there are insufficient places available for both or all of them, the remaining place/s will be awarded by random allocation using lots drawn by a person independent of the Academy.

In the event of oversubscription **within any criteria b-e** the following criteria will apply in this order:

- i) whether the child has a sibling who will be attending the Bluecoat Aspley Academy at the time of the applicant's admission;
- ii) \*the nearness of the child's home to the main entrance of Bluecoat Aspley Academy, Aspley Lane, Nottingham, NG8 5GY;
- iii) In the event that such a measure is identical to the nearest metre for two or more children and there are insufficient places available for both or all of them, the remaining place/s will be awarded by random allocation using lots drawn by a person independent of the Academy.

\*Distance will be measured in a straight line from the centre of the pupil's main home to the main entrance, of Bluecoat Aspley Academy, Aspley Lane, Nottingham, NG8 5GY using the LA's computerised measuring system. For shared properties e.g. Flats, the centre will be taken from the centre of the building.

## Admission Arrangements for Post 16 (age 16)

(see notes on page 5 for definitions):

There will be 600 places available in the Sixth Form for the academic year 2019/20. Entry requirements into the Sixth Form vary according to the level of study students wish to access and are detailed below:

- Level 3 (A level or A level equivalent) - 5 x A\* - C grades including English and maths. In addition some subjects may require additional entry criteria as detailed in the 2017/18 course guide.
- Level 2 (GCSE equivalent) - 5 GCSE or equivalent qualifications at E grades or above
- Foundation Learners

In addition to these academic criteria students are expected to have shown high standards of behaviour, attendance and punctuality throughout their studies. Students applying to the Sixth Form from other institutions will be invited for interview and have references requested before an offer of a place is made.

There will be **230** places available for Year 12 applicants of which **50** places will be available for external applicants. In the event of over-subscription, the following criteria, which are listed in order of priority, will be used to allocate places:

- (a) Children in public care and previously looked after children;
- (b) Young people who are involved and committed to the work and worship of a Church of England Parish. All applications will require a supporting reference from the family's religious leader.
- (c) Young people who are involved and committed to the work and worship of a Christian Church that is a member of Churches Together in England. All applications will require a supporting reference from the family's religious leader.
- (d) Young people with a sibling who currently who will be attending the Academy on the date of admission
- (e) Other young people. In the event of over-subscription preference will be given to children who live nearest to the Academy using straight line measurement from the main external entrance door of the Aspley Lane campus. In the event that such a measure is identical to the nearest metre for two or more children and there are insufficient places available for both or all of them, the remaining place/s will be by random allocation using lots drawn by a person independent of the Academy.

There will be a right of appeal to an independent appeals panel for unsuccessful applicants.

## In-Year Admissions:

Applications for in-year admissions should be made directly to the Academy. If a place is available and there is no waiting list then a place will be offered to the applicant. If more applications are received than there are places available then applications will be ranked in accordance with the over subscription criteria for the relevant provision. Parents and carers whose application is turned down are entitled to appeal to an independent appeal panel.

## Waiting list:

In accordance with the Secondary Co-ordinated Admissions Scheme the Nottingham LA will maintain a waiting list for all City secondary schools and academies where the number of applications received during the normal admissions round for those schools and academies has exceeded the number of places available places in Year 7. This waiting list will operate on the offer day and will be maintained up to 29<sup>th</sup> August 2019 after which it will cease to operate, thereafter the waiting list will be maintained by the Academy until the end of the autumn term 2019. Names of children will automatically be placed on the waiting list for a place where they have been refused a place and where it is ranked above that secondary school or Academy at which a place has been offered. For in-year applications, where the Academy receives more applications than there are places available, the Academy will maintain a waiting list until the end of the term of which the application was received. Where places become vacant in any year they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

## Arrangements for appeals panels:

Where a parent/carer has been refused a place for their child at Bluecoat Aspley Academy, they will have the right of appeal to an appeal panel. The appeal panel will be independent of the Academy. The arrangements for appeals will be in line with the School Admission Appeals Code published by the Department for Education. The determination of the appeal panel will be made in accordance with the School Admission Appeal Code and is binding on all parties. Appeals should be made to the Clerk to the Governing Body, Archway Learning Trust, Aspley Lane, Nottingham, NG8 5GY within 20 school days of the refusal.

Notwithstanding these arrangements, the Secretary of State may direct the school to admit a named student to the Academy on application from any Local Authority. Before doing so the Secretary of State will consult the school.

## General:

### Late Applications

The Local Authority and the Academy Trust may be willing to accept applications which are received late but before **5:00pm** on **30<sup>th</sup> November 2018**, for good reason, for example:

- a family returning from abroad;
- a lone parent/carer who has been ill for some time;
- a family moving into Nottingham City from another area; or
- other exceptional circumstances.

Each case will be treated on its merits. All other late applications that are received after the Nottingham City Council deadline date will be dealt with after the national offer day.

### Fair access protocol:

The 2009 School Admissions Code required all local authorities to establish in-year fair access protocols to ensure that access to education is secured quickly for children who have no education place, and to ensure that all schools and academies in an area admit their fair share of vulnerable and challenging children and young people. The code requires that all educational settings and academies must participate in their local authority's protocol in order to ensure that unplaced children are offered a place at a suitable educational setting as quickly as possible. This includes admitting children above the published admission number to schools and academies that are already full. Bluecoat Aspley Academy will participate fully in the Nottingham City Council's fair access protocol.

**Notes:**

1. Children in Public Care - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence/child arrangements or special guardianship order\*\*. A looked after child 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, as amended by section 12 of the Children and Families Act 2014).

\*\* An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). A 'residence/child arrangements 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).

An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders).

2. The term sibling includes a child living in the same household under the care of the same parent(s) or guardians(s) and children not normally resident in the same household but sharing a genetic or adoptive parent.

3. All applicants seeking places under criteria b) or d) should give the name and address of your parish priest, minister or equivalent religious leader who will be contacted to confirm the level of your child's/your commitment to your church or religious group. The reference will need the signature of two officers/leaders of the Church/Religious Group. The Academy will send a reference to the named referee only once. Parents should inform the named referee to expect a reference and ensure the referee receives, completes and returns the form to the Academy within the mentioned timeline in order to be considered under the above criteria.

i) An applicant 'at the heart of the church / religious group' would be a frequent worshipper. This might mean one who worships twice a month. To accommodate difficult patterns of work and family relationships account should be taken of week-day worship. The worshipper could be the child for whom application is made or one or both parents. This pattern of frequent worship may be typical of a member of the Church of England or another Christian Church that is a member of Churches Together in England or Evangelical Alliance; however it may differ for members of other faiths where the Religious Leader would provide the guidance relevant to their faith.

ii) An applicant 'attached to the church / religious group' would be a regular but not frequent worshipper, by which is meant (for example) one who usually attends a monthly family or church parade service or is regularly involved in a weekday church activity including an element of worship. This pattern of regular worship may be typical of a member of the Church of England or another Christian Church that is a member of Churches Together in England; however it may differ for members of other faiths where the Religious Leader would provide the guidance relevant to their faith.

4. All applicants seeking a place under criteria e) will be required to take a test to assess their aptitude for technology and this will need to be indicated on a Bluecoat Supplement form and returned to the academy by Monday, 1<sup>st</sup> October 2018. Places will be offered to the highest scoring 15 applicants. Confirmation of the test date will be sent to applicants by Monday, 8<sup>th</sup> October 2018. If you have not received notification of the test date by this date you should telephone the academy directly to seek advice.