



The Royal Harbour
Academy

Admissions Policy

Admissions Policy and Oversubscription Criteria

Applications for places at the school will be made in accordance with Kent County Council's co-ordinated admission arrangements and will be made on the Secondary Common Application Form (SCAF). Details of how to apply online can be found on the kent.gov.uk website.

The school will mainly follow the Kent County Council's Oversubscription Criteria and before the application of the criteria, children with a statement of special education need or Education, Health and Care Plan which names the school will be admitted. As a result of this, the published admission number will be reduced accordingly.

Oversubscription Criteria

Children in Local Authority Care or Previously in Local Authority Care – a child under the age of 18 years for whom the local authority provides accommodation by agreement with their parent/carers (Section 22 of the Children Act 1989) or who ceased to be so because they became subject to an adoption, residence or special guardianship order under Part IV of the Act.

Current Family Association – a brother or sister attending the school when the child starts. In this context brother or sister means children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

Health and Special Access Reasons – Medical/Health and Special Access Reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children for whom mental or physical impairment means they have a demonstrable and significant need to attend the school. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and the school.

Nearness of children's homes to school - we use the distance between the child's permanent home address and the equidistant point between the Newlands Lane site and the Marlowe Way site of The Royal Harbour Academy. This is measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child's home to a defined point equidistant between the two school sites as specified by Ordnance Survey. The same coordinate for the equidistant point is used for everybody. These straight line measurements are used to determine how close each applicant's address is to the equidistant point and children will be ranked in order of shortest distance first. The Eastings and Northings for the point are (636965.5, 166651.5).

In the event of any of the above criteria being oversubscribed, priority will be given based on distance as described above with those closest being given higher priority. In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

If siblings from multiple births (twins, triplets, etc) apply for a place at the school and it would reach its Published Admission Number (PAN) and after admitting one or more, but before admitting all of the siblings, a place will be offered to each of the siblings, even if doing so takes the school above its PAN.

A waiting list will be held for at least the first term of the academic year in oversubscription criteria order.

Admission Arrangements for Post 16 Places

Sixth Form Admissions Arrangements

Priority will be given to existing students transferring from Year 11 who meet the entrance criteria.

Overall entry requirements are for admission to Sixth Form are:

Level 2 – 5 GCSE Grade A* - E including Maths and English

Minimum Grade D

Level 3 – 5 GCSE Grade A* - C including Maths and English

Minimum Grade C

All applicants are invited to discuss their choices at an information, advice and guidance meeting in the Spring term.

The admission number for external candidates will be 15, but this figure may be exceeded in the event that this and the number of internal students transferring into Year 12 is less than the overall figure. Subject to course availability the overall year group total is 130.

Over-subscription

Following the admission of internal students transferring from Year 11 students, all remaining places will be allocated to learners who have met the entry requirements for the particular course of study. Where there are more learners seeking places than the number of places available, the oversubscription criteria will be applied in the order set out above to rank students until the overall figure for the year group is reached:

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

- a) When the parent or learner has failed to respond to an offer within a reasonable time; or
- b) When a parent or learner has failed to notify the school of important changes to the application information; or
- c) The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from the parent or learner.

Offers and Appeals

Offers will be made on the basis of predicted performance at GCSE, with the requirement that the above grades are achieved in the final examinations prior to entry to the Sixth Form and students chosen subjects being accommodated on the timetable, in feasible group sizes.

All offers made during Year 11 are conditional on students meeting the grade criteria specified and will only become firm offers upon confirmation of actual GCSE results. Offer letters will be made before the end of May 2015. Offers will be confirmed once the school has been notified of GCSE results in August 2015.

Where learners have achieved better results than the predicted grades they will be considered based on the grades achieved and ranked accordingly for any places that become available as a result of other learners failing to meet the required entry levels.

Parents have a statutory right of appeal, should an application for a place be refused, by writing to The Clerk to the Governors, care of the school.

Late applications will be considered if places in appropriate subjects are still available after all other applicants have been considered.

A waiting list will be held, ranked according to the over-subscription criteria.