



**Batley Girls' High School**  
Visual Arts College

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# **Admissions Policy 2019/20**

**Batley Girls' High School – Visual Arts College**

**Next review due: February 2019**

**Approved by: Local Governing Body**

**Last review: February 2018**

**Reviewed by: GEH**

### **Academy Admissions Policy 2019-2020**

Batley Girls' High School uses Kirklees Council for admission arrangements, the details of which can be found here: <https://www.kirklees.gov.uk/beta/schools-and-education.aspx#>.

The initial number of year 7 places available for the 2019/20 school year will be 211. Applications for September 2019 entry should be made via the Kirklees coordinated admissions scheme using the online Parent Portal on the Kirklees website. The application period will run from the week beginning 1 September 2018. The closing date for applications will be 31st October 2018.

### **Admissions Criteria**

For year 7 entry in September the school will adhere to the Kirklees admissions policy as follows. If there are fewer applicants than there are places available, everyone who applies will be offered a place. When there are more applicants than there are places available there has to be a way of deciding which children are offered places. This is done by having admission criteria, also known as oversubscription criteria, which are considered in order. In Kirklees the admission criteria are:

Priority 1	Children in public care (looked after children), or a child who was previously looked after.
Priority 2	Children who live in the school's Priority Admission Area (PAA) who have a sister attending from the same address at the date of admission (the sibling rule).
Priority 3	Children who live in the school's PAA.
Priority 4	Children who live outside the school's PAA who have a sister attending from the same address at the date of admission (the sibling rule).
Priority 5	Children who live outside the school's PAA.

Children with special educational needs who have an Education, Health and Care (EHC) Plan which names the School will be allocated a place at the School. This is a statutory entitlement under the S.324 of the Education Act 1996.

### **Late Applications**

Applications received after the closing date will be regarded as late unless there have been significant and exceptional reasons for the lateness. Proof of special circumstances will be required.

Late applications are not considered until all on-time applications have been allocated places. Applications submitted after the closing date due to a significant house move will be regarded as on-time provided that documentary evidence to confirm the move is provided by 2<sup>nd</sup> January 2019.

It is expected that the allocation process will take place on 17<sup>th</sup> January 2019.

### **National Offer Day**

National Offer Day for secondary admissions is the 1<sup>st</sup> March 2019. On the National Offer Day, Local Authorities will send out notification to parents/carers offering a place at a single secondary school.

### **Appeals procedure**

Often Batley Girls' High School is fully subscribed. Parents who want to appeal against the decision not to offer their child a place at the school can appeal using the online form on the Kirklees website, found at <https://www.kirklees.gov.uk/beta/admissions/about-admission-appeals.aspx>

The appeal will be heard by an independent appeals panel. Parents will receive written notification of the date and time of their appeal hearing, which they can attend to explain their case. If they wish, parents may be accompanied by an adviser or friend. Following the appeal, the Clerk to the appeals panel will write to parents with the decision.

### **Waiting list for the incoming Year 7**

Unsuccessful applicants will automatically be placed on a waiting list. The waiting list will be held giving priority in accordance with the admission criteria order. Any places which become available will be filled from the waiting list. Criteria for updating and applying the waiting list will be those as outlined by the Local Authority and the Local Authority will hold the waiting list. If a child has been placed on the waiting list, parents will be informed in April 2019 and asked to confirm that they wish to leave their child's name on the list, which will be retained until the end of the academic year unless a parent requests their daughter to be removed from it.