



# New Generation Schools Trust

## Hope Community School (Southampton) Admission Arrangements for 2016/17

### Introductory statement

Hope Community School, Southampton, is a two form entry Primary School at the heart of the community. We work with families to increase children's aspirations, encourage adventure and maximise each child's talents and gifts. We want to inspire children to be people who not only value their community but also have the desire, ability and tools to transform and enrich it through innovation and aspirational visions.

We want children to enjoy and achieve their full potential at school. No matter what their ability, ethnicity or background, each child should thrive throughout their education.

Hope Community School seeks to be an inclusive school expressing a twenty-first century Christian ethos welcoming children and families of all faiths and no faith and drawing together a wide range of people from different backgrounds to work towards the good of the whole community.

### Admission number(s)

The free school has a Published Admission Number (PAN) of 60 for entry in Reception.

**The free school will accordingly admit this number of pupils each year if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.**

### Oversubscription criteria

When the academy/free school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or statement of special educational needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

**1. Looked after children** (see notes for definition), children who were previously looked after but immediately after being looked after became the subject of an adoption, a child arrangements order or special guardianship order and children who are subject to child protection planning or otherwise deemed vulnerable by the Senior Officer with Responsibility for Safeguarding at Southampton City Council.

**2. Faith based places:** As a school of Religious Designation, up to 20% of places will be allocated on the basis of faith according to the following:

Children whose parents/carers are regular attenders of Pioneer Churches, Southampton<sup>1</sup>;

2a. who already have a sibling on roll

2b. with exceptional medical, social or welfare needs which means the child must, because of those needs, attend the school. Appropriate evidence from a doctor or social worker must be provided.

2c. living closest (using the Council's definition of shortest walking distance)<sup>2</sup>.

Then, if the 20% (12) faith based places are not filled, the remaining faith based places will be open to:

Children whose parents/carers are regular attenders of a Churches Together in England and/or Evangelical Alliance Church<sup>3</sup>;

2d. who already have a sibling (see notes for sibling definition) on roll

2e. with exceptional medical, social or welfare needs which means the child must, because of those needs, attend the school. Appropriate evidence from a doctor or social worker must be provided.

2f. living closest (using the Council's definition of shortest walking distance).

**3. Open places:**

3a. Siblings

3b. Children with exceptional medical, social or welfare needs which means the child must, because of those needs, attend the school. Appropriate evidence from a doctor, social worker etc. must be provided.

3c. Children living closest (using the Council's definition of shortest walking distance).

If the school is oversubscribed in any of the above categories, then priority will be given to those who live closest to the school.

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<sup>1</sup> as confirmed by completion of Supplementary Information Form completed by parent/carer and signed by Church leader

<sup>2</sup> The current Southampton City Council definition for home to school distance is "shortest walking distance from home to school using public roads and footpaths". The distance is measured from the point in the mapping system that determines the home address to the middle of the nearest open gate of the school"

<sup>3</sup> as confirmed by completion of Supplementary Information Form completed by parent/carer and signed by Church leader

## Tie-break

In the event of a 'tie-break' situation (i.e. being unable to establish who would be closer to the school) we would use a method of random selection that would be supervised by someone independent of New Generation School Trust.

## Reception age children

- Parents offered a place can defer entry until the start of the term within the academic year that their child reaches compulsory school age, or
- Can request that their child takes up the place part-time until the start of the term within the academic year in which their child reaches compulsory school age. The pattern of attendance must be agreed with the school and be beneficial to the child.

Places cannot be deferred until the next academic year. Children become of compulsory school age on the first prescribed day following their 5<sup>th</sup> birthday: 31 August, 31 December or 31 March, or on that day if any of these dates are the child's birthday.

## Admission of children outside their normal year group

Under limited circumstances, for example if the child is gifted and talented or has experienced problems such as ill health, parents may request that their child is admitted out of year group. Additionally, parents of a summer-born child may choose not to send their child to school until he or she reaches compulsory school age (the September following their fifth birthday) and may request that they are admitted to Reception rather than Year 1. Parents/carers wishing to request consideration for a place outside their child's normal year group should contact the Admissions Authority, which is New Generation Schools Trust. Further detail is available on our website [www.hopecommunityschool.org](http://www.hopecommunityschool.org).

Decisions will be made in the best interests of the child taking into account the views of the parents and Principal as well as any evidence from health/social care professionals.

## Infant class size limit

Infant classes (i.e. those where the majority of children are 5, 6 or 7) must not be larger than 30 pupils to a teacher. If twins, triplets or children of other multiple births are tied for the last place, they will all be admitted and will be classed as exceptions to the infant class size limit until they leave Year 2 or until the class size reduces to 30 or below.

## Late applications

All applications received by the LA or school after the deadline will be considered to be late applications. Late applications will be considered after those received on time have been processed and offers made to them. If, following consideration of all applicants the school is oversubscribed, children will be automatically placed on the school's waiting list. Parents/carers can request to not be placed on this list.

## Waiting lists

The academy/free school will operate a waiting list for each year group. Where in any year the academy/free school receives more applications for places than there are places available, a waiting list will operate until the end of the first term after the beginning of the school year. This will be maintained by the Academy Trust and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. If all faith-based places are full, then only non-faith based criteria will be used.

Waiting lists will be re-ordered in accordance with the oversubscription criteria whenever a child joins or leaves the waiting list.

## Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact the Admissions Team at Southampton City Council<sup>4</sup> for information on how to appeal. Information on the timetable for the appeals process is on our website at [www.hopecommunityschool.org](http://www.hopecommunityschool.org).

## Timeline for application

Monday 7 <sup>th</sup> September 2015	Applications open
Friday 15 <sup>th</sup> January 2016	Applications close
From Monday 18 <sup>th</sup> January to Friday 19 <sup>th</sup> February 2016	Discussions with outside agencies regarding the admission of children who have a statement of Special Educational Needs or are Looked After
Monday 18 <sup>th</sup> April 2016	Places will be allocated and parents will be informed*
Monday 2 <sup>nd</sup> May 2016	Deadline for parents to accept or reject offer

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<sup>4</sup> Parents/carers have 20 school days from the date of notification that their application was unsuccessful to lodge an appeal.

## NOTES

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).

For the avoidance of doubt, our faith criteria will be based upon those of Christian faith who are practicing Christians who regularly attend church. (See Appendix 1 for the form that provides further explanation of faith based criteria)

If more children apply under faith based criteria than places available, those not successful in gaining a faith based place will be considered under 'open places'.

When we use the term siblings we mean: children with a sibling (the term "sibling" means a full, half, adopted or fostered brother or sister, or other child living permanently within the same household) on roll at Hope Community School at the closing date for application.