



**THAMESVIEW SCHOOL**

**Thong Lane, Gravesend,  
Kent DA12 4LF**

**Admissions Policy**

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## **THAMESVIEW SCHOOL ADMISSIONS POLICY**

### **IBO MISSION STATEMENT**

The International Baccalaureate Organisation aims to develop enquiring, knowledgeable and caring young people who help to create a better and more peaceful world through international understanding and respect.

To this end, the IBO works with schools, Government and international organisations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

### **ADMISSIONS ARRANGEMENTS FOR THAMESVIEW SCHOOL**

- Thamesview School has a Published Admission Number of 150 in all years (except for dates of birth between 01.09.02 and 31.08.03 - Year 11 in 2018-19, which is 160 and dates of birth between 01.09.04 and 31.08.05 – Year 9 in 2018-19, which is 180) and entry is without testing.
- Parents must complete a Secondary Common Application Form on-line or collect a paper form from the child's primary school. Paper forms can be returned to the child's primary school or sent directly to Admissions & Transport, Rm 2.24, Sessions House, County Hall, Maidstone ME14 1XQ
- Before the application of oversubscription criteria, children with a statement of special educational need or Education (SEN), Health and Care Plan (EHCP) which names the school will be admitted. As a result of this the published admissions number will be reduced accordingly.
- Where the number of applications for admissions is greater than the published admissions number, applications will be ranked against the oversubscription criteria. in the order set out below:

1. 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 parents/carers (Section 22(1) of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by The Adoption Act 1976 (see section 12 adoption orders), Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989).

2. Current Family Association – a brother or sister in the same school at the time of entry. 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.

3. Health and Special Access Reasons – Medical, health, social 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 whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular 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 Thamesview School.

4. Nearness of children's homes to school - we use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. *(Distances are provided by the LA and a further more detailed description of how measurements are taken, and how this applies to students living in blocks of flats, is available in the 'Admission to Secondary School Booklet provided by the LA).*

A pupil's home address is considered to be a residential property that is the child's only or main residence and not an address at which your child might sometimes stay or sleep due to your own domestic or special arrangements. The address must be the pupil's home address on the day you completed your application form and which is either

- Owned by the child's parent, parents or guardian.
- Leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement.

If you live separately from your partner but share responsibility for your child, and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays.

5. If the last pupil to be offered a place within Thamesview School's published admission number (PAN) is a multiple birth or same cohort sibling, any further sibling will be admitted, if the parents so wish, even though this may raise the intake number above the school's PAN. The PAN will remain unchanged so that no other pupil will be admitted until a place becomes available within the PAN.

6. In a tie breaker situation the nearness of an applicant's home to school will be the decider. In the event more than one applicant has the same distance from home to school (as measured by the local authority) then a random selection will be applied. The random allocation process

will be independently supervised and a fresh round of random allocation will be used each time a child is to be offered a place from a waiting list.

- Late applications will be dealt with in accordance with the agreed co-ordinated scheme as published in the Admission to Secondary School Booklet provided by the LA.
- **Operation of waiting lists for admission into Year 7**  
Where in any year Thamesview School receives more applications for places in Year 7 than there are places available, a waiting list will operate between March and the end of the following academic year. This list will be maintained by the school. It will be open to any parent or guardian who requests that his/her daughter/son's name be placed on the waiting list, following an unsuccessful application. The school's waiting list will be re-ranked, in line with the published oversubscription criteria, every time a child's name is added. Therefore, when, and if, places become vacant they will be allocated to students on the waiting list in accordance with the oversubscription criteria.
- No supplementary form is required

#### **APPLICATIONS FOR CHILDREN TO BE TAUGHT OUTSIDE THEIR EXPECTED YEAR GROUP**

Requests for admission outside of the normal age group should be made to the Headteacher of each preferred school as early as possible in the admissions round associated with that child's date of birth. This will allow the school and admissions authority sufficient time to make a decision before the closing date. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child in question. This might include medical or Educational Psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede a school's ability to agree to deferral. Parents are required to complete an application for the normal point of entry at the same time, in case their request is declined. This application can be cancelled if the school agrees to accept a deferred application for entry into Year 7 the following year.

Deferred applications must be made via paper CAF to the LA, with written confirmation from each named school attached.

Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round, and offers will be made in accordance with each school's oversubscription criteria.

#### **ARRANGEMENTS FOR ADMITTING STUDENTS TO OTHER YEAR GROUPS**

Thamesview School will co-ordinate admissions for in-year applications according to the guidelines set out by the Local Authority for In Year Casual Admissions (IYCA), using an in year casual admission form (IYCAF).

## **IBCP ADMISSION ARRANGEMENTS FOR 2017**

Students should apply for the IBCP via the Thamesview application process. This involves applying via the UCAS progress website where all the proposed course information can be found.

Provided enough students choose the given course to make it viable, places on the IBCP will be given to students who meet the entrance requirements for courses offered within the Thamesview sixth form.

Entrance requirements are as follows:

- 5 A\*-C GCSE grades or equivalent to study Level 3 courses
- 5 A\*-C GCSE grades or equivalent, including English and Mathematics at a Grade 4, to study International Baccalaureate programmes
- Individual subject prior attainment entry requirements
- Level 2 course places will be given to students who meet the individual subject prior entry requirements.

If the Thamesview School Sixth Form is oversubscribed (PAN 25 in 2017), in addition to the above criteria, the following will also be applied in priority order:

- a. Children in Local Authority Care – a child under the age of 18 years for whom the Local Authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989).
- b. Previous School – priority will be given to pupils who attended Thamesview School throughout Year 11
- c. Current Family Association - a brother or sister in the same school at the time of entry. In this context brother or sister means child who lives as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
- d. 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 whose mental or physical impairment means they have a demonstrable and significant need to attend Thamesview 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 Thamesview School.

- e. Nearness of children's homes to school - we use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. *(Distances are provided by the LA and a further more detailed description of how measurements are taken, and how this applies to students living in blocks of flats, is available in the 'Admission to Secondary School Booklet provided by the LA).*

A pupil's home address is considered to be a residential property that is the child's only or main residence and not an address at which your child might sometimes stay or sleep due to your own domestic or special arrangements. The address must be the pupil's home address on the day you completed your application form and which is either owned by the child's parent, parents or guardian.

### **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 to study the IBCP and the student's 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 in the year of entry. Offers will be confirmed once the school has been notified of GCSE results in August.

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.

### **WAITING LIST**

A waiting list will be held, ranked according to the over-subscription criteria and will be maintained up to January of the academic year.

### **ADMISSIONS POLICY**

This policy was agreed and adopted at a Governors' Meeting held on

\_\_\_\_\_ (date)

Signed: \_\_\_\_\_ (Governor)

Signed: \_\_\_\_\_ (Headteacher)

The policy will be formally reviewed in \_\_\_\_\_ (date)