



## **Admissions Policy**

The Marsh Academy is a comprehensive school which caters for boys and girls of all abilities. The Academy provides 180 places for students in each year group from Years 7 to 11. It has a total of 120 places in its sixth form (Years 12-13).

This policy covers:

1. Admissions at the normal point of entry (i.e. into Year 7 for the start of the school year).
2. Arrangements for September 2013.
3. Casual admissions into Years 7-11.
4. Admissions to the Sixth Form.

### Admissions at the normal point of entry

The Academy is included within the co-ordinated admissions arrangements operated by Kent County Council. This means that the transfer of students from primary schools into the Academy is managed by the County Council along with admissions into all other secondary schools.

### Arrangements for September 2013

To apply for a place in Year 7 for September 2013, you should complete the common Application Form (produced by Kent County Council).

### Oversubscription Criteria

In the event that the Academy receives more than 180 applications (the number of places available) before the application of the following oversubscription criteria, children with a statement of Special Educational Need, which names the school, will be admitted. As a result of this, the published admissions number will be reduced accordingly. After the admission of students with statements of Special Educational Needs, where the Marsh Academy is named on the statement, places will be offered using the criteria below which are in priority order:

1. children in the care of a local authority (see note 1 below);
2. children with health and special access reasons to attend the Academy (see note 2 below);
3. students living within the Marsh Academy first priority zone, including the parishes of Burmarsh, Dymchurch, St Mary-in-the-Marsh, New Romney, Old Romney, Lydd, Ivychurch, Brookland, Brenzett, Snargate and Newchurch (see note 4 below). If there are more students fulfilling this criterion than places available, priority will be given to (i) siblings of students who will be in the Academy at the time of admission (see note 3 below), followed by (ii) students living closest to the Academy (see note 4 below);
4. students living outside the Marsh Academy first priority zone. If there are more students fulfilling this criterion than places available, priority will be given to (i) siblings of students who will be in the Academy at the time of admission (see note 3 below), followed by (ii) students living closest to the Academy (see note 4 below).

- Note 1.** Children in the care of a local authority - 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's Act 1989) or who is the subject of a care order (under Part IV of that Act).
- Note 2.** 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 disability discrimination act 1995. 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'/carers' physical or mental health or social needs means 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 the particular school.
- Note 3.** Sibling – siblings are natural, step, adopted and foster brothers and sisters, plus those living as brother or sister in the same house. To qualify under this criterion, the child seeking admission must have a sibling in the school at the time of entry.
- Note 4.** Living within the first priority zone - to be living within this first priority zone the child's permanent residence (ie the child's home address is considered to be a residential property that is the child's only or main residence and not at an address at which your child might sometimes sleep due to your own domestic or special arrangements. The address must be the student's home address on the day you completed the application form and which is either owned by the child's parent(s) or carer(s) OR leased to or rented by the child's parent(s), or carer(s) under a lease of 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). Proof of residence may be requested. A map showing the boundary can be viewed at the Academy.

### Distance

Distances are measured from a central point within the child's home to a similarly defined point within the school, as specified by Ordnance Survey address point data. A block of flats has a single address point reference, so applicants living in the same block will be regarded as living the same distance away from the Academy.

In the unlikely event that two or more children live in the same block and in all other ways have equal eligibility for the last available place at the Academy, the names will be issued a number and drawn randomly to decide which child should be given the place. The Academy uses measurements provided by the LA and further information on how distances are calculated is available in the admissions booklets provided by the LA.

Waiting lists will be maintained up until January 2014.

A supplementary form is not required.

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

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

### **Admissions to the Sixth Form**

Students of the Academy have the right to transfer into the sixth form.

Applications from external students to join the Academy's sixth form are welcomed. Priority will be given to existing students transferring from Year 11. The PAN 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 total figure for the year group which is 120.

You should complete the Academy's application form which can be obtained from the Academy or use Kent's online system. Applicants should be made by 1<sup>st</sup> May 2013.

In the event of oversubscription, places will be allocated in line with the oversubscription criteria used at the normal point of entry (see above).

### **Transport**

Students living in the following areas and parishes are eligible for free transport if they live more than three miles away: Burmarsh, Dymchurch, St Mary-in-the-Marsh, New Romney, Old Romney, Lydd, Ivychurch, Brookland, Brenzett, Snargate and Newchurch.