

NORTON COLLEGE

**Policy: Admissions Policy**

Member of Staff Responsible: Headteacher

Governors' Committee:

Approved on: 31.01.2018

Review Date: February 2019

Signed off by :



Chair of Governors:

Date: 01.02.2018



### **ADMISSIONS APPLICATION PROCESS**

Admissions to Norton College are made using the NYCC online system. If your child attends a NYCC Primary School and is in his/her final year, the Education Office will contact you and offer you a choice. Follow this link to the North Yorkshire County Council Website. If you are applying for Norton College from the coast, using the North Yorkshire Website:

Search for Norton

Click 'other' for any distance

'Norton College' will be found

Select

If you are moving into the area you will need to contact the Education Office at Harrogate on 01609 533679. The published Admission limit for Year 7 is 160 pupils. This number has traditionally enabled all first preferences to access a place at Norton College regardless of where students have been previously educated. If the number of preferences received for Norton College does not exceed the admission limit, all preferences will be met.

All applications received will be considered in the following order:

- All preferences received by the closing date will be considered in line with the oversubscription criteria below.
- All late preferences received will be considered after the above.

### **Admissions policy**

Admissions policy for Norton College 2018-19

All governing bodies are required by law to admit to the school a child with a statement of special needs (SEN) or education health and care plan (EHCP) that names the school. This is not an oversubscription criterion. This relates only to children who have undergone statutory assessment or education health and care assessment and for whom a final statement of special educational needs or education health and care plan has been issued.

If the number of applications exceeds the published admission number, after the admission of children where the school is named in the statement of special educational needs (SEN) or education health and care plan (EHCP) the following oversubscription criteria will apply.

Children in higher numbered priority groups will be offered places ahead of those in lower numbered priority groups. All applications within each priority group will be considered equally (i.e. all applications, regardless of order of preference).

Children can only be admitted into their appropriate chronological year group.

### **Priority group one**

Looked after children and all previously looked after children for whom the school has been expressed as a preference. Previously looked after children are children who were looked after, but ceased to be so because they were adopted\* or became subject to a child arrangement order\* or special guardianship order.

This applies to all looked-after children, including those who are in the care of another local authority or being provided with accommodation by a local authority in the exercise of their social services function at the time of making an application.

In the case of previously looked after children, a copy of the relevant documentation will be required in support of the application.

\*This includes children who were adopted under the Adoption Act 1976 and Children who were adopted under the Adopted & Childrens Act 2002. Child Arrangement Orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a Child Arrangement Order.

### **Priority group two**

Children the Authority believes have special social or medical reasons for admission.

We will only consider applications on social or medical grounds if they are supported by a professional recommendation from a doctor, social worker, or other appropriate professional. The supporting evidence should set out the particular social or medical reason(s) why the school in question is the most suitable school and the difficulties that would be caused if the child had to attend another school.

Panels of professionally qualified people will consider all applications made under priority group 2.

### **Priority group three**

Children living within the normal area of the school.

### **Priority group four**

Children living outside the normal area of the school.

Children in higher numbered priority groups will be offered places ahead of those in lower numbered priority groups. All applications within each priority group will be considered equally (i.e. all applications, regardless of order of preference).

### **Tie break**

If there are not enough places for all the children in one of these priority groups, we will give priority first to those with a sibling at the school in September 2018 (in all cases sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling) and then to those living nearest the school.

If within a priority group there are not enough places for all those with a sibling at the school in September 2017, we will give priority to those children with a sibling living nearest the school.

All distance measurements are based on the nearest route recognised by the County Council's electronic mapping system from a child's home address to school. The measurement is made from a fixed point within the dwelling, as identified by Ordnance Survey, to the nearest school entrance using footpaths and roads. The routes measured to determine the allocation of school places will be those recognised by the electronic mapping system used by the school admissions team.

A home address means the place where your child lives permanently for most of the time. If the residency of your child is split between two parents, we consider the home address to be the one where the child lives for the majority of the week. When a child lives equally with both parents, with both parents' agreement, they can elect one of their two addresses to be used for allocating a school place.

### **Local arrangements – Priority Group 3**

Pupils in the following schools

Langton
Leavening
Luttons
Norton
Rillington
Settrington
Weaverthorpe
West Heselton

### **Priority Group 4**

Distance from school to home rank these priorities

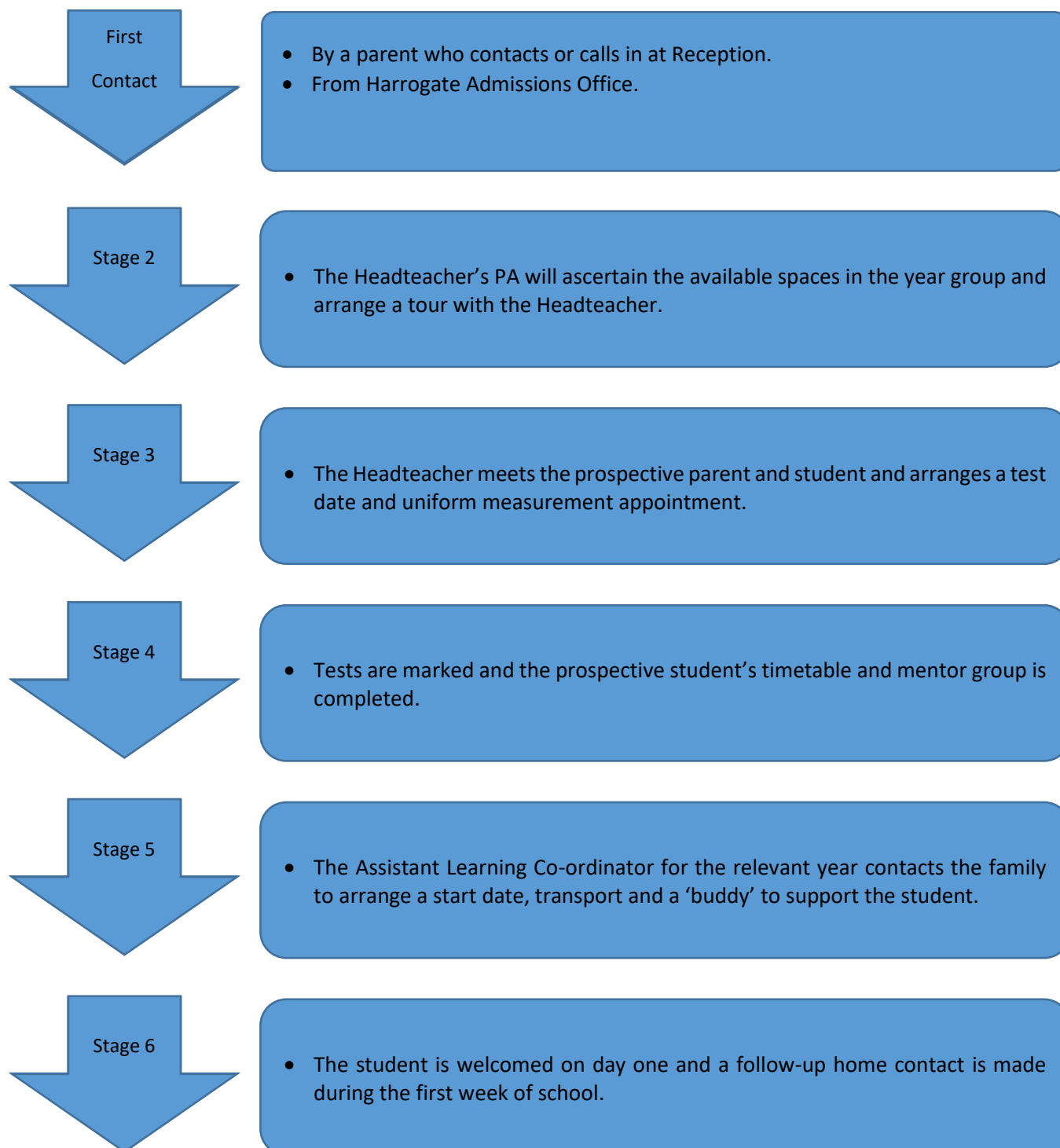
## **Section 2 – In Year Admissions:**

An In Year Admission is a mid-year admission, or a student joining a pre-existing year group. These tend to be for the following reasons:

- Parental move from out of the area.
- Parental dissatisfaction with another school.
- In Year Fair Access (IYFA) from the Inclusion and Accountability Panel.

The process of admission is outlined below. If the admission of a child is likely to create a teaching set of over 31, the admission may be rejected on the grounds that it may prejudice the provision of efficient education or efficient use of resources.

## IN-YEAR ADMISSIONS



## Admission to the Sixth Form

### **Making an Application**

Information concerning the Sixth Form is available to view on the School website along with details of courses available and option blocks. Applicants must complete the application form on the website which is available from November. The closing date for receipt of applications for admission into the Sixth Form is March preceding the year of admission.

### **Admissions Criteria**

Admission to the Sixth Form will be prioritised as follows:

- (a) Students currently in Year 11 at Norton College (internal applicants); and then
- (b) Students from outside the School (external applicants).

The published minimum admission number for external applicants is 50 for entry in September 2019. The anticipated capacity for the Sixth Form (Years 12 and 13) in September 2019 is 240

Students on roll at the School are required to apply for a place in the Sixth Form as are students from other schools.

Students will be admitted into the Sixth Form at the start of the Autumn Term in each school year.

The School offers courses located The Hair and Beauty Academy. Admission to the Hair and Beauty Academy courses is outside the scope of this Admission Policy due to the specialised criteria used in the selection process.

### **Minimum Entry Requirements**

All students seeking admission to the Sixth Form must achieve the academic requirements for access onto the courses they are taking. Details are on the School's website and vary depending on qualifications studied.

Admissions policy sixth form replicates the Norton College admission policy for 7-11.

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### **Priority group three**

Students currently in Year 11 at Norton College (internal applicants)

### **Priority group four**

Students from outside the School (external applicants).



### **Tie break**

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