

Fairlawn School

FS

part of the CGS Trust



ADMISSIONS 2015/16

Admission Arrangements for Fairlawn School

1. This document sets out the admission arrangements for Fairlawn School, in accordance with Annex 1 to the Funding Agreement between Fairlawn School and the Secretary of State. Obligations in this document are to be treated as if imposed by the Funding Agreement.

ADMISSION ARRANGEMENTS

Arrangements for admission to 4-11 Provision

Process of application for 2015/16

2. The admission arrangements for Fairlawn School for the year 2015/16 are:
 - a) Fairlawn School has an agreed admission number ("PAN") of 60 pupils. Fairlawn School will accordingly admit at least 60 pupils in the relevant age group each year if sufficient applications are received.
 - b) Applications for places at Fairlawn School will be made in accordance with the Local Authority's co-ordinated admission procedure.
3. Fairlawn School will use the following timetable for applications each year (exact dates within the months may vary from year to year):
 - a) By early September – Fairlawn School will publish in its prospectus information about the arrangements for admission, including oversubscription criteria, for the following September (e.g. in September 2014 for admission in September 2015). This will include details of open evenings and other opportunities for prospective pupils and their parents to visit the school.
 - b) All applications must be received by Bristol City Council using the Common Application Form (CAF) by 16 January 2015.
 - c) Offers will be sent to parents in April 2015 (date to be issued by Bristol City Council).
 - d) The closing date for parents to accept places offered is in May 2015 (date to be issued by Bristol City Council).

Consideration of applications

4. Fairlawn School will consider all applications for places. Where fewer applications than the PAN for any relevant age group are received, Fairlawn School will offer places to all those who have applied.

Procedures where Fairlawn School is oversubscribed

5. Where the number of applications for admission is greater than the PAN, applications will be considered against the criteria set out below. After the admission of pupils with statements of Special Educational Needs where Fairlawn School is named on the statement, the criteria will be applied in the order in which they are set out below:

- a) Equal priority will be given to (i) children who are looked after (within the meaning of the Children Act 1989) at the date that the relevant application for admission is made and who a local authority has confirmed will continue to be looked after by it in accordance with relevant legislation at the time they are admitted to the School and (ii) “formerly looked after children” who are defined as children who were adopted (or made subject to residence orders or special guardianship orders) immediately following having been looked after.
- b) Children who, on the date of admission, will have an older sibling on the roll of the School. The term “sibling” is defined as a brother or sister, but not cousins, under one of the following categories, and who will be living permanently with them at the same address at the date of their entry to the School:
 - (i) Full
 - (ii) Half
 - (iii) Step
 - (iv) Adopted

Parents will be required to produce birth or adoption certificates of both siblings to prove the relationship together with any other evidence that Fairlawn School may reasonably require

- c) Children for whom it is essential to be admitted to the School because of special circumstances to do with significant medical or social needs evidenced by written advice from a qualified social worker, GP or hospital specialist. The criterion that must be satisfied to show significant medical or social needs is that: “Fairlawn School is the only school that can meet the child’s needs”.
- d) Children who have a parent who is a member of staff at the school who has been employed for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- e) Children living in the locality. In the event of oversubscription in this category, places would be offered to pupils who live closest to the school. This is measured in a direct line from a point on the home address to a central point within the main school building, using the Local Authority’s computerised mapping system.

Operation of waiting lists

6. Subject to any provisions regarding waiting lists in the BCC's co-ordinated admission scheme, the School will operate a waiting list. Where in any year the School receives more applications for places than there are places available, a waiting list will operate from the date specified within BCC's co-ordinated scheme as the end of co-ordination and until the end of the first term of the academic year of admission. This will be maintained by the School 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 for admission.

In implementing this policy the Academy will at all times have due regard to its obligations under the Public Sector Equality Duty.

Contact Details:

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