Hadrian Academy
2024 - 2025
Admissions Policy

Admission Arrangements

Hadrian Academy is a mixed ability school in Dunstable for primary aged children up to the end of Key Stage 2. The main principle of admission to Hadrian Academy is to maintain the character of the school as a mixed ability school, providing for the needs of pupils in the surrounding Dunstable area. The admission number for Hadrian Academy is 45.

The Directors and Governing Body is the admissions authority of Hadrian Academy. The Governing Body will apply the following criteria to decide the order in which places will be allocated when there are more requests from parents than the number of places available.

	CRITERIA in rank order
1.	All 'looked after' children or children who were previously 'looked after'(see definitions)
2.	Pupils with siblings at the school (see definition of siblings)
3.	Children of teaching and non teaching staff (see criteria)
4.	Any other children

Normal Application Round: Central Bedfordshire administrates the allocation of places for the school when children first enter into the reception year, in what is called the normal application round. If they receive more applications than it has places available, places will be allocated under the oversubscription criteria rules. These will be applied in the order in which they are printed above.

In year admissions: In year admissions and to other year groups will be dealt with by the school. Hadrian Academy has always received more applications than its current PAN of 45 and allows numbers to go over. There is however a limit of 54 children to allow for subsequent in year admissions following the 1st September, to allow for families who are relocating and moving into the area in the future. A panel from the Governors Admissions Committee may be formed to determine whether evidence provided meets the relevant criteria, should there be more applications than places and an appeal is made.

*Please note that exceptional circumstances will be considered.

Notes

1. Hadrian Academy does not have a catchment area. If applying these criteria results in there being more children with an equal right to admission to the school than the number of available places, the tie break will be the distance the pupil lives from the school, **measured in a straight line,** using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. The Local Authority, on behalf of the Academy, will measure the distance from the address point of the pupil's home to the main school gate of Hadrian Academy. The Academy will not give priority within each criterion to children who meet other criteria. In the event of (a) two or more children living at the same address point (e.g. children resident in a block of flats) or (b) two addresses measuring the same distance from the school, the ultimate tie-breaker will be random selection, using the School Admissions Team database to allocate the place.

2. Pupils who have an Education, Health and Care Plan or Statement of Special Educational Needs are required to be admitted to the school which is named on the statement/plan, even if the school is full. Pupils identified for admission through the Fair Access Protocol will also be admitted even if the school is full.

Definitions

'Looked after' children

All 'looked after' children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Previously 'looked after' children

A previously 'looked after' child is one who immediately after being 'looked after' became subject to an adoption, residence, or special guardianship order. An 'adoption order' is an order under section 46 of the Adoption and Children Act 2002. A 'residence order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Sibling

A sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent / carer's partner, and in every case, the child should be living at the same address. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

Children of teaching and non teaching staff

The school will admit a child of a member of staff.

For the purposes of satisfying these criteria, a member of staff is defined as a member of the;

- full-time teaching staff, or of the part-time teaching staff with a 50% and above timetable,
- full-time support staff (on a 38 week and above contract) or of the part-time support staff who work 50% and above as determined by their role whose role and activities can be demonstrated to provide a significant measurable impact on student achievement at the school.

A panel from the Governors Admission Committee will determine whether the member of staff meets the requirements for this rule. This definition does not include contract staff or peripatetic staff employed by Hadrian Academy Trust.

Home Address

A pupil's home address will be regarded as the address of the parent / carer with parental responsibility with whom the child **normally** lives. This will not usually include grandparents, aunts or uncles. Where a child spends time with parents / carers at more than one address, the address used to allocate a school place will be the one at which the pupil is ordinarily resident and where the child spends the majority of the school week (Mondays to Fridays) including nights.

If there is any query on the home address this will be checked against original official documentation e.g. council tax bill, a recent utility bill (gas, electricity or water), a rental agreement, child benefit annual statement or family tax credit information.

How to apply

Applications for admission into the reception year should be made to the Local Authority in which the child lives using the online application system for that authority or by completing a paper application form available from that authority.

Starting School September 2023 - (Date of birth range 01/09/18 - 31/08/19)

Round: Open from 1st September 2022
Closing Date: 15th January 2023 (TBC)
Decisions Posted: 18th April 2023 (TBC)

Delayed admission for summer born children

Parents have the right to request their summer born child's admission to Reception Year is in the September following their fifth birthday however parents/carers do not have the right to insist that their child is admitted to a particular age group, a decision will be made by the academy trust in consultation with the Principal.

Parents/carers need to make their request in writing, separately from the CAF, directly to the Academy Trust via the Principal. The request should include the parents'/carer's reasons for the request, information regarding the child's academic, social and emotional development including any supporting evidence the parent deems relevant; where relevant, their medical history and the views of a medical professional and if applicable, details if the child was born prematurely including whether they would have been in a lower age group had they been born on their due date.

The academy trust, along with the Principal, will then consider the request, making their decision on the basis of the circumstances of each case and in the best interests of the child in accordance with the School Admissions Code. Once determined, the decision will be communicated by the academy to the parent(s)/carer(s) in writing and will include the reasons for the decision.

If a request is granted, the parent will need to make an application as part of next year's normal admission round and this will be processed within the normal allocation process. A place is never guaranteed at the academy and in the case of oversubscription, places are offered in accordance with the academy's oversubscription criteria. In short it would be delaying the application rather than an offer of a place.

*A summer born child is one born between 1st April to 31st August.

Waiting lists, in-year admissions and appeals

Waiting lists:
All unsuccessful applicants (who do not gain a place at a higher ranked school) will automatically be added to the Academy's waiting list which will run until 31st December 2023. Any places which become available will be allocated in accordance with the admission rules set out in this document.

Hadrian Academy must admit any child who is admitted through the appeal process, or who is the subject of a direction by the Local Authority, or allocated to us according to

the local Fair Access Protocol. Any such pupils take precedence over the continued interest list.

In-year admissions:
Applications received for an admission(s) mid-year for any year group will be dealt with in accordance with this policy and will be administered by the school. Please contact the school for an admission application form. Tel 618400 or office@hadrianacademy.co.uk

Appeals:
All unsuccessful applicants have the right to appeal to an independent panel for a place to be made available for their child. Information about the appeals process will be sent to the parents of unsuccessful applicants.

For children starting school this should be taken up with Central Bedfordshire Council, **School Admission Service** Watling House, High Street North, Dunstable, Bedfordshire, LU6 1LF. Email: admissions@centralbedfordshire.gov.uk Tel **0300 300 8037**

For in year appeals this should be taken up with Hadrian Academy's Governors Admissions Committee, Email: office@hadrianacademy.co.uk Tel **01582 618400**