



HASTINGS HIGH SCHOOL

In-Year Admissions Policy for 2024-25 Entry

Version	02/2024		
Sources	LA Admissions Policy School Admissions Code 2021 Admissions policies of other schools Admissions Policy Consultation		
Status	Remotely approved		
Governors oversight committee	Full Governing Board		
Date approved	Policy to be formally ratified at meeting to be held on 20/03/24		
Date of next review	January 2025		
Policy owner	S. Shipman		
Policy location	T:Drive/In-Year Admission Policy for 2024-25 Entry		
Target group	Parents		
Consultation Period	December and January 2023/24		
Linked policies	Admissions Policy for 2025 Entry		
Signed – Chair of Governors	Paper copy to be signed by Chair of Governors		
Signed – Co-Headteachers	 Mr ShipmanMiss Bradley		
Document History:			
Version	Date of Review	Reviewed by:	Revisions made:
02/2024	29/01/2024	SSH	EHCP children have own section rather than being listed in oversubscription criteria. Notes i amended to be code compliant Moving of crown servants to own paragraph Updated reference to catchment map on oversubscription criteria New criteria v Section a) of admissions of children outside their normal age group
01/2024	03/11/2023	SSH	Updated dates and years Updated introduction as own admissions policy Appeals information updated as running our own admissions Updated fair access protocol wording Updated fraudulent information to include process if details change.

01/2023	Feb 2023	SSH	Updated dates and years Map boundary made clear Updated PAN numbers Updated sources Updated admissions process due to own admissions – Appeals section page 3
01/2022	Feb 2022	SSH	Update to LAC definition (note i page 5) Planned admissions numbers added Updated dates and years Updated distance criteria (point 5 page 5) Updated tiebreaker (note iv page 6) Updated address criteria (note ii page 5) Addition of section around admissions of children outside their normal age group.
02/2021	Feb 2022	SSH	Dates and Years updated Planned admissions numbers added

ADMISSIONS POLICY FOR 2024-25 ENTRY

APPLICATIONS DURING THE SCHOOL YEAR

Hastings High School runs its own admissions. Access is through the google form available on the school website in the admissions section.

If Hastings High School has a space when an application is received then a place will be offered. If there are more applications than places the Governors will rank the applications and offer places to the amount of pupils for which places exist.

Places available

Please refer to the Admissions Policy for the year your child would have started in Year 7, to identify the number of places available. This information is summarised below:

Planned Admission Numbers

Year 7 – Please see Admissions Policy

Year 8 – 165

Year 9 – 165

Year 10 – 165

Year 11 – 160

EHCP

Children who have an EHCP that names Hastings High School will be admitted, even if the school is full.

Oversubscription Criteria

If Hastings High School is full, the application for a place in all circumstances will be rejected. If the year group is not full we will use the in-year admissions criteria to allocate places. Children who have an EHCP that names Hastings High School will be admitted even if the school is full.

Appeals

If your child has been refused a place at Hastings High School, you retain the statutory right to appeal. If Hastings High School informs a parent of a decision to refuse their child a place at the school it will include;

The reason admission was refused

Information about the right to appeal

The contact details for making the appeal

Parents will be informed that, if they wish to appeal, they must set out their grounds

for appeal in writing. Hastings High School will then establish an independent appeals panel to hear the appeal. The panel will decide whether to uphold or dismiss the appeal. The decision of the panel is binding on all parties.

Fraudulent Information

If the allocation of a place has been made on the basis of fraudulent or intentionally misleading information, the governors reserve the right to withdraw the place even if the pupil has already started at Hastings High School.

Fair Access Protocol

Hastings High School will participate in full with the LA's Fair Access Protocol in order to make sure that the most vulnerable children are offered a place at a suitable school as quickly as possible. This includes admitting children above the published admission number of a school that is already full, though if the school is full these applications may have to go through the appeals process (See in-year admissions policy)

Objections

Objections to any aspect of the determined admissions arrangements may be made to the office of the schools adjudicator (www.education.gov.uk/schoolsadjudicator)

Crown Servants

As per the admissions code crown servants do not get priority on places but, subject to conditions being met, an early decision on entry will be made.

Admissions of Children Outside their Normal Age Group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. It is important for parents to note that they will have responsibility for providing evidence to support their request. If parents wish for their child to be considered for admission to a year group which is outside their normal age group, then they must:

- a) Complete the Hastings High School application form.
- b) Attach a letter outlining reasons for the request and all supporting letters and/or documentary evidence in support of the application.

Hastings High School will make decisions on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- Parental views;
- Available information about the child's academic, social and emotional development;
- Where relevant, their medical history and the views of a medical professional;

- Whether they have previously been educated out of their normal age group;
- Any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- The views of the Co-Headteachers.

IN-YEAR ADMISSIONS CRITERIA

This criteria only applies if there are spaces in a year group and multiple applications.

1st	Children who are in public care and those children who were previously looked after children. (See note i).
2nd	Children of staff who are employed on a permanent contract at the school at the time at which the application for admission is made in either shortage subjects or areas where there are recruitment issues.
3rd	Pupils who live in the catchment area. (See catchment map on page 8 and note ii).
4th	Pupils who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school requested. (Professional documentation confirming the situation must be submitted with the application). (See note iii).
5th	Distance from Hastings High School - measured as the crow flies (see note v)

Notes:

- i. A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). Child arrangements orders are defined in Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- ii. The child's place of residence is taken to be the parental home. Where parents are separated the address used must be the address where the majority of time is spent. In cases where an equal amount of time is spent with separated

parents either address can be used.

- iii. If criterion 4 is used, professional supporting documentation from the Lead Professional must be supplied and must be submitted with the application.

The following list are the areas that are considered exceptional:

- Crown Servants (serving members of the armed forces).
- Children subject to Child Protection Plans.
- Hard to Place children – who fall under the Fair Access Protocol.
- Parents suffering domestic violence (This is dependent on documentary evidence by a lead professional).
- A child for whom transfer to the catchment area school would involve attending a different school until he/she is the right age for transfer. (This is dependent on the child having attended the present school for at least a year).

Each case will be assessed on its individual merits.

- iv. Combinations of the above criteria are used in priority order. Where the computerised system throws up an equality of distance for more than one child (who do not have the same home address) the final tie breaker will be by drawing lots supervised by an independent person.
- v. Distance is measured from a central geo-coded point of the home address to the schools designated front gate using a computerized mapping system (currently Synergy GIS mapping tool)

Catchment: Hastings High School

