

**THE PHILIP MORANT SCHOOL AND COLLEGE ACADEMY TRUST'S**  
**POLICY FOR ADMISSIONS IN SEPTEMBER 2018**  
**TO THE PHILIP MORANT SCHOOL AND COLLEGE**

<b>ADMISSIONS TO YEAR 7</b>
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The published number for admissions to Year 7 for the academic year commencing 1 September 2018 is **340 students**. Admission will be by application through the co-ordinated Secondary Admission Scheme arranged by the Planning and Admission Service, Essex County Council Learning Services, PO Box 4621, CHELMSFORD, CM1 1GS. Please note that the last date by which the Planning and Admission Service must receive your application is 31<sup>st</sup> October 2017.

The Planning and Admission Service has the responsibility for publishing the general procedures to be followed by the school each year.

The National Offer Date is 1<sup>st</sup> March 2018 or the first working day if this day falls at the weekend. Offers of places will be sent out to parents/guardians of applicants by first class mail on that date.

Parents/carers of applicants wishing to appeal against the school's decision must do so to the Clerk of the Independent Appeal Panel c/o The Philip Morant School and College Rembrandt Way, Colchester CO3 4QS **within 20 days** of the date of the letter notifying them that their application was not successful.

Further details of the admission appeals process are explained in the Department for Education's (DfE) current School Admission Appeals Code of Practice, which can be viewed at [www.education.gov.uk](http://www.education.gov.uk).

**Criteria for Admission**

The following over-subscription criteria will apply, in the order set out below, to determine which student to admit:

1. Looked after children, in accordance with the Education (Admission of Looked after Children) (England) Regulations 2006. (A 'looked after child' or a child who was previously looked after but immediately after being looked after, became subject to an adoption, residence or special guardianship order. 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)).
2. Students who attend one of the following schools:
  - Gosbecks Primary School, Owen Ward Close, Colchester
  - Hamilton Primary School, Constantine Road, Colchester
  - Home Farm Primary School, Shelley Road, Colchester
  - Lexden Primary School, Trafalgar Road, Colchester
  - Prettygate Junior School, Plume Avenue, Colchester
3. Students who have a sibling‡ attending The Philip Morant School and College at the time of application in any year group except Year 13, who is still expected to be on roll at the time of proposed admission. [*‡ See Secondary Education in Essex booklet for full definition.*]
4. Children of teaching and non-teaching staff
  - i. who have been employed at the school for two or more years at the time of application for the school place
  - ii. where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage

Parents of children applying under this criterion must inform the Admissions Manager at the school in writing of this by Friday 10<sup>th</sup> November 2017.

5. Students residing closest to The Philip Morant School and College measured by straight-line distance from home to school; those residing nearer to the school being given higher priority. The LA's Geographical Information System will be used to calculate straight-line distance from home to school.

#### **Notes.**

1. Parents/legal guardians making applications are strongly advised to include a second preference school in their application to the Essex County Council Learning Services.
2. If any of the above criteria are oversubscribed priority will be given within each oversubscription criterion to those students living nearer to the school, measured by straight-line distance from home to school; those residing nearer to the school being given higher priority. The LA's Geographical Information System will be used to calculate straight-line distance from home to school.
3. The Admissions Manager will add the names of applicants whose applications are received after **1 September 2018** to a waiting list, should insufficient places be available. In the event that places become available, students will be admitted according to the same criteria listed above for Year 7 and in the same order.

### **ADMISSIONS TO YEARS 8 - 11**

An application for admission to these year groups will normally be refused if the intended year group of the applicant has already reached the published admission number. In the event that places become available, students will be admitted according to the same criteria listed above for Year 7 and in the same order, excluding criterion 2.

A waiting list is held for all year groups, please request an application form from the Admissions Manager who on receipt of the completed form will add applicants to the waiting list.

### **ADMISSION TO THE ENHANCED PROVISION FOR HEARING IMPAIRED STUDENTS**

The maximum intended number of students in the Enhanced Provision for Hearing Impaired Students is 18 students in total. Applicants will be referred by the Local Authority.

### **ADMISSIONS TO YEAR 12**

Students in Year 11 at The Philip Morant School and College will receive the College Prospectus in the Autumn term and will be given priority over external applicants. A student seeking admission to the College should complete a Course Options form and return it to the College Office. To assist our planning, it would be helpful if students could return the form by **1 February 2018**.

### **ADMISSIONS TO THE PHILIP MORANT COLLEGE THE FIRST TIME IN YEARS 12 and 13**

All applications for admission to The Philip Morant School and College from students not currently studying at The Philip Morant School and College should be submitted to: Head of College, The Philip Morant School and College, Rembrandt Way, Colchester CO3 4QS. To assist our planning, it would be helpful if students could return the form by **1 February 2018**.

1. Offers of admission will be made on the basis of the availability of the course required by the applicant; the applicant satisfying the entry requirements of a proposed course of study. (These requirements are detailed in The Philip Morant School and College Prospectus.); and on overall academic suitability based on references received from the applicant's previous school, which will include information on anticipated performance at GCSE.

2. The following criteria will apply in the event of oversubscription:
  - a. Looked after children, in accordance with the Education (Admission of Looked after Children) (England) Regulations 2006. (A 'looked after child' or a child who was previously looked after but immediately after being looked after, became subject to an adoption, residence or special guardianship order. 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).
  - b. Students who have a sibling attending Philip Morant School and College at the time of application.
  - c. Children of teaching and non-teaching staff
    - i. who have been employed at the school for two or more years at the time of application for the school place
    - ii. where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
  - d. Students residing closest to The Philip Morant School and College as measured by straight-line distance from home to school; those residing nearer to the school being given higher priority. The LA's Geographical Information System will be used to calculate straight-line distance from home to school.
3. The College will confirm acceptance of students on to its courses following the receipt of examination results and immediately prior to entry in September.
4. In the event of oversubscription within any of the above criteria, priority will be given to those students living nearer to the school, measured by straight-line distance from home to school; those residing nearer to the school being given higher priority. The LA's Geographical Information System will be used to calculate straight-line distance from home to school.