

# The High School Leckhampton Admission Arrangements

## Admission Arrangements for Year 7 (2025-26)

### Introductory statement

The High School Leckhampton is a co-educational 11-16 comprehensive school. The school is run and managed by The Balcarras Trust. The Trust is fully committed to comprehensive education and aspires to the highest educational standards in its schools. This policy is based on the template for mainstream academy and free school admissions arrangements published by the Department for Education.

### Admission number

The school has an admission number of 180 for Year 7 in September 2025.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the school will offer places to all those who have applied.

### Application process

The school will operate within co-ordinated admissions run by the Gloucestershire County Council. This means that parents will need to complete a LA common application form for all their choices of school including The High School Leckhampton.

The closing date for applications is 31 October 2024.

Offers will be made on 3 March 2025.

### Oversubscription criteria

When the school is over-subscribed, after the admission of pupils with an Education, Health and Care plan naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children **(i)** or children who were previously looked after but immediately after being looked after became subject to an adoption **(ii)** child arrangement order **(iii)** or a special guardianship order **(iv)**. In addition, 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. **(v)** *(See Note 1)*
2. Children who have a sibling attending the school where the sibling will continue to be on the school roll when the applicant's child is admitted. *(See Note 2)*
3. Children of full or part-time salaried members of staff who have been recruited to fill a vacant post for which there is a demonstrable skill shortage. *(See Note 3)*
4. Children living in the area of priority, served by the school. If there are more children in the area of priority than places available, those with the strongest geographical claim, measured in a straight line from the ordnance survey address point of the child's home

address (including flats) to the ordnance survey address point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

5. Other children with the strongest geographical claim, measured in a straight line from the ordnance survey address point of the child's home address (including flats) to the ordnance survey address point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

## **Tie Break**

In the event of the oversubscription of any of the criteria 2-5, where there are two or more children living the same distance from the school, then a 'names in a hat' process will be undertaken by the local authority, with the first name drawn being successful.

## **Late applications**

All applications received by the local authority after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

## **Admission of children outside their chronological age group**

Parents may request that their child is admitted outside their chronological age group. To do so parents should include a request with their application, specifying why admission out of their chronological age group is being requested.

When such a request is made, the school will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

## **Waiting lists**

The school will operate a waiting list for Year 7. Where the school receives more applications for places than there are places available, a waiting list will operate until at least the end of the first term after the beginning of the school year. 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.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be re-ordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

## **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact the school for information about how to appeal. Please see the school's website for more details.

## Notes

**Note 1**

- (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 the school. In Gloucestershire, such children are referred to as Children in Care.
- (ii)** 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's Act 2002 (see section 46 adoption orders).
- (iii)** Under the provisions of section 12 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.
- (iv)** 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).
- (v)** A child is regarded as having been in a state of 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.

### Note 2

A sibling is a brother or sister, half-brother or sister, adopted brother or sister, step-brother or sister, or the child of the parent's/carer's partner, and in every case, the child must be living in the same family unit at the same address.

**Note 3**

Full or part-time salaried members of staff does not include staff employed on an ad-hoc or casual basis, e.g. examination invigilators, supply staff etc.

### Note 4

Where any particular category at points 1-5 is oversubscribed, the strongest geographical claim based on straight line distance will be used to determine which child will be offered a place.

*Year 7 Admission Arrangements for 2023-24 and 2024-25 can be viewed on our website*

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September 2023

***Proposed*** Admissions Policy – Admission Arrangements for Y7 for 2025-26 - approved by  
The LGB of The High School Leckhampton at their meeting held on 12/09/23

***Determined*** Admissions Policy – Admission Arrangements for Y7 for 2024-25 - approved by  
The LGB of The High School Leckhampton on 6/12/2023