

6<sup>th</sup> December 2018



**RE: Consultation on proposed admission arrangements for academies that are members of the Archway Learning Trust**

The purpose of this document is to inform you that Archway Learning Trust is undertaking statutory consultation on the proposed admission arrangements for the following academy members within the Trust:

- Bluecoat Aspley Academy
- Bluecoat Wollaton Academy
- Bluecoat Beechdale Academy
- Nottingham Emmanuel School

As required by the Department for Education's School 2014 Admissions Code the consultation period must last for a minimum of 6 weeks between 1 October 2018 and 31 January 2019 in accordance copies of the full proposed arrangements will be published on the Academy's website for the duration of the consultation period.

**Bluecoat Aspley Academy**

Bluecoat Aspley Academy is proposing to introduce children of staff at the school as a main criteria in line with section 1.39 of the School Admissions Code 2014, the proposal is that this is featured as a priority after looked after and previously looked after children, and forms part of the main oversubscription criteria, reserved places available within the remaining criteria will then be reduced on a pro rata basis. A definition of children of staff has been included in the 'notes' section of the arrangements and an additional section on the supplement has been included to identify anyone meeting this criteria.

In addition Bluecoat Aspley Academy is proposing to name Bluecoat Primary Academy as a feeder school and introduce a reserved number of places for children attending Bluecoat Primary School. The grounds for the selection for Bluecoat Primary Academy as a feeder school is for a number of reasons detailed below:

- Bluecoat Aspley Academy already have places reserved for children from other C of E Primary Schools and if Bluecoat Primary School is not named as a feeder school in its own right the number of places available for children wishing to continue their education in a C of E secondary within Nottingham City is likely to be reduced significantly.
- Bluecoat Primary Academy is a member of the Archway Learning Trust and shares the same vision, values and policies and these are embedded in all academies within the Trust. In addition the Trust has shared leaders who drive up standards across the core subjects in all phases of the academies within the Trust. This common approach is well understood by the primary children and these leaders work closely with the primary to ensure that the curriculum is aligned and that transition will be the same for every secondary academy within the Trust, furthermore every academy within the trust uses the same software to support assessment and tracking this software is then used to commonly assess students in the same way at each secondary academy. The common approach to pedagogy and assessment are pivotal to Archway Learning Trust and by preventing children from transitioning from the Archway approach in the primary to that of the approach in the secondary would disadvantage them educationally. Equally the support structures around the students such as attendance teams, family support workers, safeguarding teams, EAL teams and SEN teams all provide support at the primary which will follow through into the secondaries of the Trust. This level of pastoral support and care are critical to the inclusive approach followed by Archway and would be lost should the child not be allowed to go to a secondary academy within Archway Learning Trust.
- Bluecoat Aspley Academy (formally Bluecoat Academy) historically formed part on an all-through Academy, operating on 3 sites with the secondary provisions at the Aspley Lane Campus and Wollaton Park Campus, the Post 16 provision on the Aspley Lane Campus and the primary provision on Harvey Road. Following the recent separation the primary and secondary phases are now their own distinct academies and the Bluecoat Primary admission arrangements can no longer offer automatic progression into Bluecoat Aspley Academy.

Please see Appendix 1 for full proposed admission arrangements 2020/21 for Bluecoat Aspley Academy  
Please see Appendix 2 for Bluecoat Aspley Academy 2020/21 proposed Supplement form

## **Bluecoat Wollaton Academy**

Bluecoat Wollaton Academy is proposing to introduce children of staff at the school as a main criteria in line with section 1.39 of the School Admissions Code 2014, the proposal is that this is featured as a priority after looked after and previously looked after children, and forms part of the main oversubscription criteria, reserved places available within the remaining criteria will then be reduced on a pro rata basis. A definition of children of staff has been included in the 'notes' section of the arrangements and an additional section on the supplement has been included to identify anyone meeting this criteria.

In addition Bluecoat Wollaton Academy is proposing to name Bluecoat Primary Academy as a feeder school and introduce a reserved number of places for children attending Bluecoat Primary School. The grounds for the selection for Bluecoat Primary Academy as a feeder school is for a number of reasons detailed below:

- Bluecoat Wollaton Academy already have places reserved for children from other C of E Primary Schools and if Bluecoat Primary School is not named as a feeder school in its own right the number of places available for children wishing to continue their education in a C of E secondary within Nottingham City is likely to be reduced significantly.
- Bluecoat Primary Academy is a member of the Archway Learning Trust and shares the same vision, values and policies and these are embedded in all academies within the Trust. In addition the Trust has shared leaders who drive up standards across the core subjects in all phases of the academies within the Trust. This common approach is well understood by the primary children and these leaders work closely with the primary to ensure that the curriculum is aligned and that transition will be the same for every secondary academy within the Trust, furthermore every academy within the trust uses the same software to support assessment and tracking this software is then used to commonly assess students in the same way at each secondary academy. The common approach to pedagogy and assessment are pivotal to Archway Learning Trust and by preventing children from transitioning from the Archway approach in the primary to that of the approach in the secondary would disadvantage them educationally. Equally the support structures around the students such as attendance teams, family support workers, safeguarding teams, EAL teams and SEN teams all provide support at the primary which will follow through into the secondaries of the Trust. This level of pastoral support and care are critical to the inclusive approach followed by Archway and would be lost should the child not be allowed to go to a secondary academy within Archway Learning Trust.
- Bluecoat Wollaton Academy (formally Bluecoat Academy) historically formed part of an all-through Academy, operating on 3 sites with the secondary provisions at the Aspley Lane Campus and Wollaton Park Campus, the Post 16 provision on the Aspley Lane Campus and the primary provision on Harvey Road. Following the recent separation the primary and secondary phases are now their own distinct academies and the Bluecoat Primary admission arrangements can no longer offer automatic progression into Bluecoat Wollaton Academy.

Please see Appendix 3 for full proposed admission arrangements 2020/21 for Bluecoat Wollaton Academy

Please see Appendix 4 for Bluecoat Wollaton Academy 2020/21 Supplement Form

## **Bluecoat Beechdale Academy**

Bluecoat Beechdale Academy is proposing to introduce children of staff at the school as a main criteria in line with section 1.39 of the School Admissions Code 2014, the proposal is that this is featured as a priority after looked after and previously looked after children, and forms part of the main oversubscription criteria. A definition of Children of staff has been included in the 'notes' section of the admission arrangements.

In addition Bluecoat Beechdale Academy is proposing to name Bluecoat Primary Academy as a feeder school as a main criteria. The grounds for the selection for Bluecoat Primary Academy as a feeder school is for a number of reasons detailed below:

- Bluecoat Primary Academy is a member of the Archway Learning Trust and shares the same vision, values and policies and these are embedded in all academies within the Trust. In addition the Trust has shared leaders who drive up standards across the core subjects in all phases of the academies within the Trust. This common approach is well understood by the primary children and these leaders work closely with the primary to ensure that the curriculum is aligned and that transition will be the same for every secondary academy within the Trust, furthermore every academy within the trust uses the same software to support assessment and tracking this software is then used to commonly assess students in the same way at each secondary academy. The common approach to pedagogy and assessment are pivotal to Archway Learning Trust and by preventing children from transitioning from the Archway approach in the primary to that of the approach in the secondary would disadvantage them educationally. Equally the support structures around the students such as attendance teams, family support workers, safeguarding teams, EAL teams and SEN teams all provide support at the primary which will follow through into the secondaries of the Trust. This level of pastoral

support and care are critical to the inclusive approach followed by Archway and would be lost should the child not be allowed to go to a secondary academy within Archway Learning Trust.

- As a result of the geographical position of the Primary and that fact we are providing for a diverse range of families, including the local community, some families may choose not to continue their education at one of the Archway Learning Trust secondary academies and wish to apply more locally.

### **The Nottingham Emmanuel School**

The Nottingham Emmanuel School is proposing to introduce children of staff at the school as a main criteria in line with section 1.39 of the School Admissions Code 2014, the proposal is that this is featured as a priority after looked after and previously looked after children, and forms part of the main oversubscription criteria. A definition of children of staff has been included in the 'notes' section of the arrangements and an additional section on the supplement has been included to identify anyone meeting this criteria.

In addition The Nottingham Emmanuel School is proposing to name Bluecoat Primary Academy as a priority Church of England School within the 30 reserved places for children attending a Church of England Primary. The grounds for the selection for Bluecoat Primary Academy as a named school is for a number of reasons detailed below:

- Bluecoat Primary Academy is a member of the Archway Learning Trust and shares the same vision, values and policies and these are embedded in all academies within the Trust. In addition the Trust has shared leaders who drive up standards across the core subjects in all phases of the academies within the Trust. This common approach is well understood by the primary children and these leaders work closely with the primary to ensure that the curriculum is aligned and that transition will be the same for every secondary academy within the Trust, furthermore every academy within the trust uses the same software to support assessment and tracking this software is then used to commonly assess students in the same way at each secondary academy. The common approach to pedagogy and assessment are pivotal to Archway Learning Trust and by preventing children from transitioning from the Archway approach in the primary to that of the approach in the secondary would disadvantage them educationally. Equally the support structures around the students such as attendance teams, family support workers, safeguarding teams, EAL teams and SEN teams all provide support at the primary which will follow through into the secondaries of the Trust. This level of pastoral support and care are critical to the inclusive approach followed by Archway and would be lost should the child not be allowed to go to a secondary academy within Archway Learning Trust.

Please see Appendix 5 for full proposed admission arrangements 2020/21 for The Nottingham Emmanuel Academy

Please see Appendix 6 for The Nottingham Emmanuel School 2020/21 Supplement Form

If you do have any comments on the proposed admission arrangements that you would like the Governing Body to take into account then I would ask you please submit these either in writing to Michelle Walshe at the Archway Learning Trust, Aspley Lane, Nottingham, NG8 5GY or by email to [mwalshe@archwaytrust.uk.com](mailto:mwalshe@archwaytrust.uk.com) before the closing date on 18<sup>th</sup> January 2019 at 5pm.

Yours Sincerely



Sian Hampton  
Chief Executive Officer



**Bluecoat Beechdale**  
Academy  
Believe, Belong, Achieve

## Admission Policy Sept 2020/21

Harvey Road, Bilborough, Nottingham, NG8 3GP

### Consideration of applications:

The Academy will consider all applications for places. Where fewer applications are received than places available, the Academy will offer places to all those who have applied. Students, who have a statement of special educational need or Education, Health and Care plan, naming Bluecoat Beechdale Academy, will be admitted first. This will reduce the number of places available for other applicants.

### How to apply:

For admission to secondary Year 7, in the year preceding admission, parents should apply using their home Local Authority's Common Application Form. Parents that would like any help completing this application form please do not hesitate to contact the academy office.

### Admission criteria

(see notes on page 3 for definitions):

Bluecoat Beechdale Academy has a planned admission number of **180** places in Year 7.

After the admission of applicants with statements of special educational need or Education, Health and Care Plan where the Academy is named on the statement or Plan, the criteria will be applied in the order in which they are set out below.

- a) Children in public care and previously looked after children;
- b) Children of staff, specifically teaching or support staff, full or part-time on the payroll of the Archway Learning Trust working at Bluecoat Wollaton Academy at the time of admission where:
  - the member of staff has been employed at the academy 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.
- c) Places will then be offered to applicants who, at the closing date for applications are on roll at:
  - Bluecoat Primary Academy, Harvey Road, Bilbrough, Nottingham, NG8 3BB.
- d) Places will then be offered to applicants who have a sibling who will be attending the Academy at the time of the applicant's admission.
- e) Remaining places will then be allocated to other applicants who live the shortest \*distance from their home to the main entrance of Bluecoat Beechdale Academy the closing date for applications. Distance will be measured in a straight line from the main entrance door to the child's home to the main reception entrance door to Bluecoat Beechdale Academy.

*In the event that such a measure is identical to the nearest metre for two or more children and there are insufficient places available for both or all of them, the remaining place/s will be awarded by random allocation using lots drawn by a person independent of the Academy.*

\*Distance will be measured in a straight line from the centre of the applicant's main home to the main entrance, of Bluecoat Beechdale Academy, Harvey Road, Bilbrough, NG8 3BB using the LA's computerised measuring system. For shared properties e.g. Flats, the centre will be taken from the centre of the building.

### **Admission to schools outside the normal year group:**

Bluecoat Beechdale Academy will consider requests for admission outside the normal year group and take account of the circumstances of each case. Requests must be made in writing as a supplement to the application to the Clerk of the Governing Body. All requests to educate a child outside their normal year group must include evidence of the child's circumstances from a relevant professional detailing the child's educational need which makes education outside the normal age group necessary. Parents must consider the impact of a child being educated with children of a different age.

### **In-Year Admissions:**

Subject to any provision in the local authority's co-ordinated admission arrangements relating to application submitted for years other than the normal year of entry, the Academy must consider all such applications. Applications for in-year admissions should be made directly to the academy. If a place is available and there are places available then applications will be ranked in accordance with the over subscription criteria for the relevant provision. Parents and carers whose application is turned down are entitled to appeal to an independent appeal panel.

**Please note the academy has different admission numbers for other year groups which have been determined by the operational capacity of the Academy. This is reviewed annually.**

Year 8	-	180
Year 9	-	180
Year 10	-	180
Year 11	-	160

### **Waiting list:**

In accordance with the Secondary Co-ordinated Admissions Scheme the Nottingham LA will maintain a waiting list for all City secondary schools and academies where the number of applications received during the normal admissions round for those schools and academies has exceeded the number of places available places in Year 7. This waiting list will operate on the offer day and will be maintained up to the last day of August after which it will cease to operate, thereafter the waiting list will be maintained by the Academy until the end of the autumn term. Names of children will automatically be placed on the waiting list for a secondary education place where they have been refused a place and where it is ranked above that secondary school or Academy at which a place has been offered. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraphs a - d above. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. Where in any year other than the intake year, the Academy receives more applications than there are places available, the Academy will maintain a waiting list until the end of each term. 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.

### **Arrangements for appeals panels:**

Where a parent/carer has been refused a place for their child at the Academy, they will have the right of appeal to an appeal panel. The appeal panel will be independent of the Academy. The arrangements for appeals will be in line with the School Admission Appeals Code published by the Department for Education. The determination of the appeal panel will be made in accordance with the School Admission Appeals Code and is binding on all parties. Appeals should be made to the Clerk to the Governing Body, Bluecoat Beechdale Academy, Harvey Road, Bilbrough, NG8 3GP within 20 school days of the refusal.

Notwithstanding these arrangements, the Secretary of State may direct the school to admit a named student to the Academy on application from any Local Authority. Before doing so the Secretary of State will consult the school.

## General:

### Late Applications

The Local Authority and the Academy may be willing to accept applications which are received late but before 4:50pm on <<Date TBC>> for good reason, for example:

- a family returning from abroad;
- a lone parent/carer who has been ill for some time;
- a family moving into Nottingham City from another area; or
- other exceptional circumstances.

Each case will be treated on its merits. All other late applications that are received after the Nottingham City Council deadline date will be dealt with after the national offer day.

### Fair access protocol:

The 2009 School Admissions Code required all local authorities to establish in-year fair access protocols to ensure that access to education is secured quickly for children who have no secondary education place, and to ensure that all schools and academies in an area admit their fair share of vulnerable and challenging children and young people. The code requires that all educational settings and academies must participate in their local authority's protocol in order to ensure that unplaced children are offered a place at a suitable educational setting as quickly as possible. This includes admitting children above the published admission number to schools and academies that are already full. Bluecoat Beechdale Academy will participate fully in the Nottingham City Council's fair access protocol.

### Notes:

**1. Children in Public Care - A 'looked after child'** or a child who was previously looked after but immediately being looked after became subject to an adoption, residence/child arrangements 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).

\*\* An adoption order is an order 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). A 'residence/child arrangements 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).

**2. Sibling** - The term sibling includes a child living in the same household under the care of the same parent(s) or guardians(s) and children not normally resident in the same household but sharing a genetic or adoptive parent. The Academy do not consider cousins or other family relationships or siblings who at 1<sup>st</sup> September 2017 will not be on roll at the Bluecoat Beechdale Academy as 'Siblings'.

**3. Parent** - Section 576 of the Education Act 1996 defines 'parent' to include; all natural parents, whether they are married or not; and any person who, although not a natural parent, has parental responsibility for a child or young person; and any person who, although not a natural parent, has care of a child or a young person. Having parental responsibility means assuming all the rights, duties, powers, responsibilities and authority that a parent of a child has by law. People other than a child's natural parent can acquire parental responsibility.

**3. Residence** - This is defined as the child's permanent place of residence which is deemed to be the residential property at which the child normally and habitually resides with the person or persons having parental responsibility for the child at the time of completion of the application form. If a child's parents live at separate addresses, whichever of the two addresses the child permanently spends at least 3 school nights i.e. Sunday, Monday, Tuesday, Wednesday or Thursday will be taken as the place of residence. Addresses of other relatives or friends will not be considered as the place of residence even when the child stays there for all or part of the week. Proof of permanent residence (minimum 12 months tenancy agreement from the date of application in the case of rented accommodation) and other evidence from the court regarding parental responsibilities in these matters may be required. Where a child is resident at two addresses for an equal amount of time, the child's permanent place of residence will be taken as the address shown on the child benefit letter.

**4. Catchment Area** - Details of the academy's defined catchment area can be found on the academy website, obtained from the academy office or by contacting the School Admissions Team at the Nottingham City Council.

**5. Children of staff** includes stepchildren that are living in the same household. Stepchildren are defined as children whose biological parent / legal guardian marries a person who isn't the child's biological parent.