ADMISSION POLICY FOR PLUME, MALDON'S COMMUNITY ACADEMY
FROM SEPTEMBER 2020

General Principles

The main principle of admission to Plume Academy is to maintain the character of the academy as a comprehensive school, providing for the needs of young persons within the 11 - 18 age range who live in Maldon and the surrounding areas and who are able to benefit from the educational provision offered at the academy. There is no guarantee of a place for applicants living in our priority admission area as defined below.

The academy will endeavour to provide places for applicants who live both in and out of our priority admission area whose parents wish them to attend Plume Academy, provided that they can be accommodated within the agreed admission limits and that the academy can provide an education appropriate to their needs.

Students will be admitted at the age of 11+ **without** reference to ability or aptitude using the following criteria. The number intended to admit in September 2021 will be 295.

Plume Academy participates in the Local Authority coordinated scheme and all deadlines within that should be adhered to by applicants.

Admission to Plume Academy is not dependent on any 'voluntary' contribution.

As required by the Regulations of 2005 top priority will be given to applications on behalf of children in public care (Children in Care)

Definitions of priority admission area

Applicants living within the priority admission area, as defined by the catchment area outlined on the Essex County Council website, at the time of application and determination will be given priority admission at the academy providing an application form is received by the closing date.

Sibling

By sibling we mean:

- children living at the same address who have one or both parents in common;
- children living at the same address who are related by a parent's marriage;
- children living at the same address whose parents are living as partners at this address;
- siblings who are adopted; or
- 'cousins' are not included in our definition of sibling.

Home address

Proof of residence will be required by the coordinated scheme. The offer of a place may be withdrawn if proof of residency is not met.

Where a child lives part of the week with one parent and part with another member of the family, the **'home address'** will be considered to be the residence where the child spends at least three nights of the academy week each term time week. Proof of residence will be required.

Oversubscription

Where applications for admissions exceed the number of places available, the following criteria will be applied in the order set out below:

1. Looked After Children and previously Looked After Children;
2. children residing in the priority admission area, as defined by the catchment area outlined on the Essex County Council website, with a sibling attending the academy at the time of the application and determination with a reasonable expectation that the sibling will still be attending Plume Academy at the start of the new academic year;
3. children of staff who have been employed for a period of two years or more at the time of application, or those filling a recognised skills shortage area;
4. children residing in the priority admission area, as defined by the catchment area outlined on the Essex County Council website;
5. children residing outside the priority admission area, as defined by the catchment area outlined on the Essex County Council website, with a sibling attending the academy at the time of the application and determination with a reasonable expectation that the sibling will still be attending Plume Academy at the start of the new academic year; or
6. children residing outside the priority admission area, as defined by the catchment area outlined on the Essex County Council website.

Tie-breaker

In the event of oversubscription in any category above, priority will be determined by the proximity of the child's home to Plume Academy using a straight line distance as calculated in accordance with the Local Authority booklet.

Children with an Educational Health Care Plan naming the Plume Academy may override the above.

Waiting lists

The academy will maintain a waiting after 1 September and is required to do so for the first term for Year 7. Applications for inclusion on a waiting list must be made on the academy's appropriate form and they will be ranked according to our oversubscription criteria as described above.

The academy has to admit any student who is the subject of a 'direction' by the Local Authority or allocated according to the local Fair Access Protocol. Any such students take precedence over the waiting list.

We maintain waiting lists for all 'full' year groups

Mid-Year admissions

Admissions for all other year groups will be dealt with in accordance with this policy. The academy will administer all applications for admission outside the normal round of admissions. Please contact the academy for an application form.

Appeals

If a place at our academy is not offered, parents have the right to appeal to an independent panel. Appeal papers will normally be sent out with offer letters to all those parents who were offered an academy lower on their preference list than their first choice academy. These should be headed to the Clerk to the Appeal Panel c/o the academy. The closing date on the appeal application form must be adhered to. If you are in any doubt, please contact the academy and we will send you appeal forms.

For Admission Year 6 into 7, all appeals should be heard by the same panel as it is difficult to slot in late applications. Appeals will be heard before 6 July or the first working day afterwards if 6 July is a weekend.

This Admissions Policy was reviewed and ratified by the Admissions Committee on 17 December 2018.