



**CHOSEN HILL SCHOOL**

**ADMISSIONS POLICY  
for entry in September 2023**

**Agreed by governors:**

**December 2021**

**Determined Arrangements to be Agreed:**

**February, 2022**

The Admission Authority for the School is the Trust Board.

**The Policy of the Governing Body with regard to admissions is:  
Admission Number to Yr. 7: 228**

1. To admit pupils at age 11 without reference to ability or aptitude. Exceptionally able pupils will be considered for admission at 10+ if their application is fully supported by their Primary School's Headteacher.
2. To ensure, where applications for admission exceed the number of places available, that the following priorities are applied in the order set out below to decide which children to admit:

**N.B.** The school is required to admit a child with an Educational Health Care Plan (EHCP), that names the school in their plan, where the resources and facilities meet their particular needs.

- (i) A Looked after Child<sup>1</sup> or a child who was previously in care but immediately after being in care became subject to an adoption<sup>2</sup>, child arrangements order (residency order)<sup>3</sup> or special guardianship order<sup>4</sup>, Looked After Children includes 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<sup>5</sup>.
- (ii) Children who have siblings<sup>6</sup> attending the school when the younger child is admitted.
- (iii) Children living in the school's historical priority catchment area, zone1.

Zone 1 includes Churchdown and parts of the surrounding area including The Reddings, Badgeworth, Shurdington, Leckhampton, Up-Hatherley i.e. those parts formerly included in Tewkesbury Borough but incorporated into Cheltenham Borough in 1990.

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<sup>1</sup> 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.

<sup>2</sup> 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).

<sup>3</sup> 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.

<sup>4</sup> 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).

<sup>5</sup> 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.

<sup>6</sup> 'Sibling' refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner as well as children who are brought together as a family by a same sex civil partnership. In every case, the child should be living in the same family unit at the same address. A parent is any person who has parental responsibility or care of the child. Family members include only parents and siblings.

- (iv) Children living in the schools priority catchment area, Zone 2.

Zone 2 includes Innsworth, and parts of Longford, Twigworth, and Down Hatherley and additional parts of Leckhampton Parish.

N.B. You must give your permanent home address. The address of a business, relative, friend, childminder, temporary address or address to which you hope to move is not eligible. Any misrepresentation is potentially fraud and can lead to the withdrawal of a place.

A map of showing the priority catchment areas is available on the school website.

- (v) Children of current members of staff who are on a minimum of a .5 contract with the school and been employed by the school for two or more years at the time at which the application for admission to the school is made.
- (vi) The school will consider applications from all geographical areas.

In the event of over-subscription in any of the above criterion, places will be allocated to 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 central point of the school (Main Reception), using the LA's computerised measuring system, with those living closer to the school receiving the higher priority. In the event of a tie-break of over-subscription criteria, e.g. exact distance from home address to school in more than one case, places will be offered to both applicants.

3. To establish independent arrangements for Appeals against non-admission ensuring a fair admission system that promotes social equity.
4. Waiting Lists:  
If the school is over-subscribed, a waiting list will be held for the first two school terms (i.e. until end of December). The waiting list will be prioritised according to the school's over-subscription criteria.  
The school is subject to the Fair Access Protocols agreed by the Local Authority with the Gloucestershire Association of Secondary Headteachers. Should a vulnerable child under these Protocols be directed to the school, they will take precedence over any child on the waiting list and be placed on the school roll. This may mean a cohort PAN exceeds 228.
5. Transport:  
Chosen Hill School has no contractual arrangement with any bus company to provide a bus service for students. Bus and Coach companies provide a service as part of their service to the public and further details are available from the school. For Bus Pass entitlement queries please contact Gloucestershire County Council directly.
6. Supplementary Forms

No supplementary forms are required by the school for admissions. Information and documentation required for the appeals process can be obtained from the Headteacher's PA.

7. In-Year Admissions:

Any applications for Chosen Hill School made outside the normal year of entry must be made directly to the school. In accordance with its statutory duty, the Governing Body will be responsible for offering school places to children at Chosen Hill School. The Governing Body will work in consultation with the Local Authority with regard to the In-Year Coordinated Admission Scheme 2022-2023.

8. Appeals

Parents/carers whose application for a place has been unsuccessful have the right of appeal to an independent Appeals Panel. Appeals, which should be in writing, should be sent to the school for the attention of the Heads PA. Appeals will be conducted in accordance with the Code of Practice for School Admissions Appeals. Parent/carers, whose appeals have been unsuccessful, may only apply for a further appeal in the same academic year if there has been a significant or material change in their circumstances.

**Admission to 6<sup>th</sup> Form: Entitlement for Yr. 11 students who meet the admission criteria plus 80 external candidates**

The intake into Year 12 will be based upon applicants' ability to meet the entry requirements published annually in the Sixth Form Prospectus for their chosen course of study. Meetings will be held to provide all students with information and advice on course options and entry requirements. Details of individual course requirements are available from the Director and Assistant Director of Sixth Form. See also separate Sixth Form Admissions Policy.

December 2021