

ADMISSIONS CRITERIA

2018/19

Approved by the Governing Body:	March 2018
Review Date:	September 18
Author:	Governing Body

Manor Community Academy is an inclusive school community with a focus upon achievement, progression, enjoyment and a sense of worth. Our vision and values ensure that we are committed to applying this policy in a fair, equitable and consistent manner which will ensure that the aims and objectives of the policy are met and that Manor Community Academy is further enhanced by their application. Throughout the application of this policy, we will remain committed to our principle of care, courtesy and consideration in all that we do to ensure that the needs of all of our stakeholders are met and upheld.

Admission Criteria to Manor Community Academy – 2018/19

The Governing Body of Manor Community Academy is responsible for all admissions to the Academy. The admission number for Manor Community Academy in September 2018 is 250. The criteria proposed follow the general guide lines of Hartlepool Admission Authority and takes in to account the statutory duties and recommendations contained within the School Admissions Code.

Manor Community Academy is a sponsored academy and is part of the Northern Education Trust and, as such, we are our own Admission Authority; we recognise that all admissions must comply with the published co-ordinated arrangements.

In the first instance, places will be awarded to those pupils with a statement of special educational needs or ONE (Education, Health and Care) Plan where Manor Community Academy is named in the statement.

In the event of the Academy being oversubscribed in 2018-2019, the remaining places will be in accordance with the following priority criterion which has been agreed by the Governing Body.

Priority 1

Those children who are looked after children and previously looked after children (*previously looked after children are children who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order*).

Priority 2

Those children who have older brothers or/and sisters who will be attending the Academy in September 2018.

Priority 3

Those children who attend Fens, Eskdale, Grange, Greatham, Golden Flatts, Rossmere and Kingsley – Manor's identified Partner Primary Schools. Places will be allocated in the following order of priority;

- a) those children who attend a partner primary school and live within the admission zone of that primary school.
- b) those children who attend a partner primary school but live outside the admission zone of that primary school.
- c) those children who do not attend a partner primary school but live within the admission zone of a partner primary school.

Priority 4

Those children who are distinguished from the great majority of other applicants, whether on medical grounds or by other exceptional circumstances, and who would suffer significant hardship if they were unable to attend the Academy.

Priority 5

Those children who live closest to Manor Community Academy as determined by a 'straight line' distance measurement; from the (ordnance survey) address point for the child's home to the (ordnance survey) address point of the school.

Should it prove necessary to distinguish between children in any category, distance from home to Manor Community Academy will be used (using the straight line distance measurement) to determine the order of admission, with those children living closest to the Academy receiving priority.

Children who have a Statement of Special Educational Need or ONE (Education, Health and Care) Plan which names Manor Community Academy will be admitted to the Academy. If your child has Special Educational Needs but does not have a "statement" of need naming the Academy, then your application will be considered on the basis of the Academy's admission criterion.

If you are not offered a place at Manor Community Academy you may appeal. Parents should write to the Governing Body, by the deadline given in their allocation letter, stating their wish to appeal.

Full information on the appeals procedure is available from Manor Community Academy. If you are not successful in obtaining a place for your child at Manor Community Academy you have a statutory right of appeal. Full information on the appeals procedure is available from the Local Authority's School Admissions Team on 01429 523768.

Parents who wish their child to transfer to Manor Community Academy from another school at any time other than the beginning of the first year of secondary education (Year 7) should contact the School Admissions Team at the Local Authority on 01429 523752. Should it be necessary to decide between more than one student in such circumstances, the order of priorities published above will apply.