School Admission Arrangements for Clevedon School for 2014-15 School Year

1. The school’s admission arrangements for Year 7 new intake are in conjunction with the North Somerset Co-ordinated Admission Scheme for new intake secondary admissions for 2014-15.

   To see a copy of the scheme contact North Somerset Council (see No.9 below for contact details).

2. Clevedon School’s Academy Trust, in accordance with the School's academy status, is responsible for admissions to the School.

Admission Number

3. The Admission Number for Year 7 is 240. It also is used as an Admission Level for Year 8-11.

Over-subscription criteria

4. If the school is not over-subscribed all new intake applicants will be offered a place. If the school receives more applications than the Admission Number the following criteria will be used to determine who will be allocated the places. All applications will be ranked in accordance with the criteria below given in order of priority:

   i  Children in Care or children who were previously in Care but immediately after being in Care became subject to an adoption, residence, or special guardianship order.
   
   ii  Children living in Clevedon School’s First Geographical Area.
   
   iii  Children living outside Clevedon School’s First Geographical Area.

5. When applying the criteria in priority order, priority within each criterion will be given, in order, to:

   a) children with a brother or sister who will be attending the school (not including where the brother or sister has only joined the school for 6th Form education).

   b) for children living within Clevedon School’s First Geographical Area only: Children with a brother or sister within the same-year group (for example twins or triplets).

   c) those living closest to the school. The distances will be measured in a direct line between the address points of the child's home and the main entrance to the school, indicated on NSC computerised system(s).
Where the school is named in a child’s Statement of Special Educational Needs, the Admission Authority is legally required to admit the child to the school. Such children will therefore be allocated places before the above criteria are applied.

6. Where the direct line distances are equal, priority will be given to those living closest to the school, measured by the shortest route between the address points of the child’s home and the nearest entrance to the school site indicated on North Somerset Council’s computerised system(s). Should these distances also be equal the ranking of applications will be made by drawing lots.

7. Clevedon School’s First Geographical Area is shown in the attached map.

North Somerset residents who are in any doubt about which school serves an address please contact the School Admissions and Transport Team of North Somerset Council. Contact details are given in no. 9 below.

8. The school will hold a list of those Year 7 applicants still seeking a place at the school, until the last day of term 2 in 2014. All applications will be ranked in line with the school’s over-subscription criteria and allocations will be made in accordance with it. Priority will not be given on the basis simply of the date an application was added to the list. Children who are the subject of a direction by a Council to admit or who are allocated a school in accordance with a Fair Access Protocol for school places, will take precedence over those on the waiting list.

9. New Intake applications can be made online or on paper and should be submitted to your home council. If you live in North Somerset you should apply to:

Email: cyps.schooladmissionsandtransport@n-somerset.gov.uk
Website: www.n-somerset.gov.uk/admissions
Tel No: 01275 884078 Fax No: 01275 882747

North Somerset Council, Children and Young People’s Services
School Admissions and Transport Team, Town Hall
Walliscote Grove Road, Weston super Mare, BS23 1UJ

Applications must be submitted by the closing time and date of 23:59 hours on 31 October 2013 in order to be considered in the first round of school place allocations.

10. Applications submitted after the closing time and date will be treated as a late application and so will not be considered in the first round of allocations except where both of the following are the case:

- Such late applications are received before North Somerset Council has sent details of applications to other councils;
- The applicant’s home council has accepted them as if they had been submitted by the closing time and date.
All other late applications will not be considered until after the first round of allocations; this may mean that all of the places have been allocated. All applications will be considered equally regardless of the ranking of a parent’s preference for the school. On-time applicants will be informed of the outcome of their application on 3 March 2014.

**In-Year applications Years 7 – 11**

11. If there are more applicants than vacancies for any year group, In-Year applications will be considered in accordance with the above over subscription criteria. An In-Year application form is available upon request from the school and/or North Somerset Council.

12. The school will where appropriate, consider allocations for children identified as being from vulnerable groups in accordance with North Somerset Council’s Fair Access Protocol (full details available from North Somerset Council).

**ADDITIONAL INFORMATION**

13. Children in Care
   ‘Children in Care’ are children who are (a) in the care of a local council or (b) being provided with accommodation by a local council in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).

14. Brothers and sisters.
   To be considered as a brother or sister a child must be living at the same address for the majority of the time* as a full, half, step or adoptive brother or sister. Full and adoptive brothers/sisters are defined as children who have the same either biological or adoptive parents. Half brothers/sisters are defined as children who share only one either biological or adoptive parent. Step brothers/sisters are defined as children who are not necessarily related biologically (including Foster children) but are living in the same household for the majority of the time* at the address considered to be the address of the child for whom the application is made.
   * A child must be living at an address for at least 50% of the time to be considered as living there for the majority of the time.

   Except for a brother or sister within the same year group, a brother or sister must be attending (or is expected to be attending) the school at the time of admission.

15. Home address.
   A child’s home address is considered to be the place where the child permanently and ordinarily resides for the majority of the time. This would normally be the same address as the person who has parental responsibility for the child as their main carer. Those moving should normally provide independent confirmation of the new address.

16. Parent: This includes all of those people, including carers, who have parental responsibility for a child as set out in the Children Act 1989.
17. **Children with a Statement of Special Educational Needs.**
   There is a different procedure for Children with a Statement of Special Educational Needs. Their parents should apply for a place via the service dealing with Special Education Needs in their home council.

18. **Right of Appeal**
   Parents whose school place application is refused have the legal right to appeal against this decision. Details concerning how to appeal will be explained in the decision letter.

19. **Admissions of children outside their normal age group**
   The governors will consider applications for delayed or accelerated entry in cases where parents would like their child to be admitted to a year group either side of the chronological age year group. The reasons for the request must be fully explained in writing and included with the school place application form.

20. **Contact the School**

   Clevedon School
   Valley Road
   Clevedon
   North Somerset
   BS21 6AH

   - **01275 876744**
   - **01275 340935**
   - **post@clevedon.n-somerset.sch.uk**