

Bedminster Down School

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Belief, Determination, Success

Admissions Policy For 2018 / 2019

Bedminster Down School

Reviewed by Gary Schlick, Headteacher	27/02/2018
Next review and confirmation to Governors	Dec 2018

1. GENERAL

1.1 Bedminster Down School is a mixed comprehensive school. We are a specialist technology school but do not have any required aptitude for prospective pupils. The main principle of admission to Bedminster Down School is to maintain the character as a comprehensive school, providing for the needs of pupils in South Bristol. The governors are committed to ensuring that the admissions to the school reflect the full range of ability. The admission arrangements described in this document will apply to admissions in September 2019. The Published Admission Number (PAN) for the school is 216.

1.2 Admissions to Bedminster Down School will be coordinated through Bristol's local authority Co-ordinated Scheme and its timetable. Applications should be submitted on the Common Application Form (CAF) to the local authority responsible for the parental address.

2. GENERAL OVERSUBSCRIPTION CRITERIA

Where there are more applications than places available, allocations will be made in the following order of priority.

Initial allocations will involve only those applications received by the submission date and accepted as on-time.

Priority is not given to first preferences. The admission arrangements are applied equally to all applications, with the aim of meeting the highest preference possible.

- (a) Children with Educational Health Care Plan (EHCP) or previously known as a Statements of Special Educational Needs where the school is named in the statement.

Equally

- (b) A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order 67. 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
- (c) **Children who attend Cheddar Grove or Wansdyke Primary Schools.**
- (d) **Siblings living in the first area.** Where there are siblings of statutory school age in attendance at Bedminster Down School and who will still be on roll in the year of entry and where the home address is within the designated area of priority
- (e) **Geography – Children living in the first area.** Children living within the school's designated area of priority.

- (f) **Siblings living outside the area.** Where there are siblings of statutory school age in attendance at Bedminster Down School and who will still be on roll in the year of entry and where the home address is outside the designated area of priority
- (g) **Geography - Out of the area children.** Children living closest to the school as measured in a direct line from the home address to the school.

Priority Areas

The map of the area of priority is published on the Bristol City Council website.

Siblings

Sibling refers to brother or sister, half brother or sister, step brother or sister, or a child of the parent/carer's partner where the child for whom a place is being sought is living in the same family unit at the same address.

Home address

The child's permanent home address, where he or she resides with a person with parental responsibility, or with a parent (as defined in Section 576 of the Education Act 1996). It is the address where the child spends the majority of their time. Documentary evidence may be required to confirm a child's home address. If a child regularly lives at more than one address the admission authority will have to reach a conclusion about which address should be counted as the main address. This will normally be the address where the Child Benefit is paid and where the child is registered with a doctor.

- 2.2 Tie-breaks. Where there are more applicants than places remaining within a particular category, the direct line from home to school will be used as a tie break.
- 2.3 Late applicants will be dealt with in accordance with the procedures set down by Bristol Local Authority as part of their coordinated scheme.
- 2.4 If false or misleading information is used to gain entry to the school, the offer of a place may be withdrawn.
- 2.5 Twins and same year siblings. Where applications are received from twins, triplets or same year siblings, the procedure will be to follow the criteria above.
- 2.6 Confirmation of address. Home addresses supplied to the school will be confirmed with each applicant's previous school. In case of dispute, parents will be asked to provide appropriate documentary evidence to confirm address and residence. If false or misleading information is used to gain entry to the school, the offer of a place may be withdrawn.

3. WAITING LISTS

- 3.1 In any year that Bedminster Down School receives more applications for places than there are places available, a waiting list will be maintained by the school from 1st September to 31st

October of the year to which the allocation applies. Any parent will be able to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

- 3.2 A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in Section 2. Where places become vacant they will be allocated to children on the waiting list in accordance with the published oversubscription criteria.
- 3.3 Children who are the subject of a direction by the Secretary of State to admit, or are allocated to the school in accordance with Bristol Local Authority's In-Year Fair Access Protocol, will be given precedence over children on the waiting list.

4. IN-YEAR ADMISSIONS

- 4.1 Admissions mid-year for any year group will be dealt with in accordance with this policy. For in year admissions parents should complete the application form available on the Bedminster Down School website and submit it to the main school office.

5. APPEALS

- 5.1 Parents who are not offered a place for their child have the right to appeal to an independent appeals panel. Parents wishing to appeal should obtain an appeal form from the school. The form should be sent to the Clerk to the Appeal Panel, c/o Bedminster Down School, within 14 days of the date of the letter, confirming the school's decision not to offer a place. Should an appeal be unsuccessful, the governing body will not consider further appeals within the same academic year unless there have been significant or material changes in the child's circumstances.

6. DEFINITIONS

6.1 Siblings

Sibling refers to a brother or a sister, a half brother or sister, step brother or sister or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling.

6.2 Home address

The home address is where the child spends the majority of the time, is living with the person who has parental responsibility, and is the main 'carer' as defined in section 576 of the Education Act 1996 (documentary evidence may be requested). If a child regularly lives at more than one address the LA will have to reach a conclusion about which should be counted as the main address when allocating places. This will normally be the address where the child benefit is paid and where the child is registered with a doctor.

Home to school distances will be measured in a direct line from a point on the home address as held by the local authority, to a central point within the main school building, using the local authority's computerised mapping system.