A PARENT’S GUIDE WHERE JOHN CABOT ACADEMY IS UNABLE TO MAKE AN OFFER OF A PLACE FOR YEAR 7 ADMISSIONS 2019

Parents considering an appeal for a place at John Cabot Academy should carefully consider the following points before completing an appeal form.

About John Cabot Academy
We are an Academy run independently from South Gloucestershire Local Authority (LA) with both state funding and sponsorship. The LA operates co-ordinated admissions arrangements for schools in South Gloucestershire and neighbouring areas. These arrangements are explained in the LA guide. John Cabot Academy has its own Admissions Policy, Over Subscription Criteria and Process, which has been agreed by the Secretary of State. A summary is set out in the prospectus, on the Academy website and in the South Gloucestershire LA guide.

Why has my child not been offered a place at John Cabot Academy?
John Cabot Academy has temporarily increased the Pupil Admission Number for 2019 from 160 to 175 for Year 7 places in September 2019.

When more children apply than there are places available, the John Cabot Academy over subscription criteria is used to determine the allocation of places. John Cabot Academy received 542 on time applications.

ADMISSIONS CRITERIA & WAITING LIST INFORMATION

As John Cabot Academy was oversubscribed, the oversubscription criteria have been applied to allocate the places that are available at the school. From the 542 applications received, the 175 places have been allocated as follows:

- 1 place has been reserved for a student with a Statement of Special Educational Need or Education Health & Care Plan whose is also defined as a ‘Child in Care’ (CIC).
- 1 places allocated to students defined as a ‘Child in Care’ (CIC).
- 46 places, allocated to applicants with siblings currently at John Cabot Academy who are in Years 7 to 12. A Year 12 student at Post 16 within the Cabot Learning Federation must have studied and taken GCSEs at John Cabot Academy in Year 11 to be classed as a sibling.
- 127 students have been allocated places in the random selection.

Any applicant who has not been offered a place at John Cabot Academy and it was their higher preference has the option to be placed on a waiting list, which will be kept open until the end of Year 7.

John Cabot Academy Appeals – Historically over the last 5 years:
2014 Admissions: we received 41 Appeals; 11 withdrew, 30 hearings were held, 0 (Nil) Appeals were upheld.
2015 Admissions: we received 44 Appeals; 7 withdrew, 37 hearings were held, 3 Appeals were upheld.
2016 Admissions: we received 17 Appeals; 4 withdrew, 13 hearings were held, 1 Appeal was upheld
2017 Admissions: we received 11 Appeals; 6 withdrew, 5 hearings were held, 1 Appeal was upheld
2018 Admissions: we received 14 Appeals; 2 withdrew, 12 hears were held, 1 Appeal was upheld
KEY POINTS – If you decide to appeal

- Please consider carefully the strength of your case before deciding to proceed with an appeal.
- Decide on the reasons why John Cabot Academy is the only school to meet your child’s needs.
- Prepare your case.
- Back up your reasons with strong evidence – stating your child lives locally, or has always wanted to attend JCA would not be evidence.
- Send in your appeal letter on time.

John Cabot Academy will arrange for an independent Appeals Panel to consider the Academy not being able to offer a place and the reasons for a parent wanting their child to attend the Academy. The Panel consists of three people who have no connection with John Cabot Academy or the LA. One of them acts as Chair of the Panel and runs the appeal hearing. The Panel will consider the case put forward by the parent and what the allocated or other schools can offer; they must consider the admission arrangements for the Academy. The Panel will exercise its discretion by balancing the weight of the parent’s case (for wanting their child to attend John Cabot rather than an alternative school) against the Academy’s reasons for not being able to offer a place.

I.e. taking into account the Academy’s published admissions policy and arrangements, the prejudice that an additional student would cause to the education of the students already offered a place and the Health and Safety of all the students in the Academy.

HOW TO GET FURTHER INFORMATION

The guidance provided is based on the Admissions Policy of John Cabot Academy and the Department for Education, DfE Code of Practice on School Admission Appeals.

For a copy of the John Cabot Academy Admissions Policy, please visit our website: www.cabot.ac.uk or contact
Julie Jarrett
Admissions Officer at:
John Cabot Academy
Woodside Road
Kingswood
Bristol BS15 8BD
Tel: 0117 9763000
Email: info@jca.cabot.ac.uk

For a copy of the DfE Code of Practice, please visit www.dfe.gov.uk or contact:
DfE Publications
Sherwood Park Annesley
Nottingham NG15 0DJ
Tel: 0845 602 2260
Email: dfe@prolog.uk.co.uk
I wish to appeal for a place at John Cabot Academy in respect of:

Full Name of Child: ____________________________________________________________

Date of Birth of Child: _________________________________________________________

Home Address: _________________________________________________________________

_____________________________________________________________________________

Email Address: _________________________________________________________________

Contact telephone numbers: ______________________________________________________

Current School: ________________________________________________________________

Full name of Parent/Carer: _________________________________________________________

Do you wish to attend the hearing of your Appeal? YES/NO (delete as appropriate)

Do you intend to be represented or accompanied by a friend at the hearing? YES/NO (delete as appropriate).

If YES, please give details of the name of this person: ______________________________

_____________________________________________________________________________

Please continue over
In order for us to provide full information to the independent appeals panel please read the Academy’s Admissions Policy/Arrangements and give full details of the reasons for your appeal. Please continue on a separate sheet if you need to and attach any documentary evidence you wish to submit.

I wish to appeal against the decision not to offer my child a place at John Cabot Academy. I confirm that all the information I have provided is accurate. I also agree that checks may be carried out to verify accuracy.

Signed Parent /Carer: __________________________________________________________

Date: _______________________________

The deadline to register your appeal with John Cabot Academy is 26 April 2019. Please complete and send this appeal form by this date to:
Julie Jarrett
Admissions Officer
John Cabot Academy
Woodside Road
Kingswood
Bristol, BS15 8BD