

**THE HAZELEY ACADEMY**  
**ADMISSION ARRANGEMENTS**  
**YEAR 7 SEPTEMBER 2020**

***'Character, Confidence and Creativity***

**Introduction**

Our core purpose is simple:

“We aim to develop character, confidence and creativity in our young people and each other so that together we can gain fulfilment by playing a positive role in our community”

*The Hazeley Academy secured Academy status on the 1<sup>st</sup> July 2011 and, as such, is its own admissions authority. All applications are made via the Council's website <http://www.milton-keynes.gov.uk/schooladmissions>*

*(See procedure below).*

*Parents should note that for Milton Keynes' Secondary Schools including Academies there is no automatic right to a place at the defined area School. **It is essential that application forms are completed and returned by the deadline date.** If you make an application for a school which is not your local School and subsequently are not allocated a place, there is no guarantee that secondary education will be available for your child at the defined area School/Academy.*

**Procedures for Admission at 11+**

The planned admission number for Year 7 in September 2020 is 240.

Although the Academy will decide its own admission policy, the Local Authority (LA), as required by the Department of Education (DfE), coordinates all admissions in its area and will communicate all admissions decisions to parents/carers.

Procedures for applying to The Hazeley Academy are explained in the “Admission to secondary schools in Milton Keynes – a guide for parents and carers”. Parents should make themselves familiar with this information and take particular note of the definitions provided, dates and deadlines which apply to the Academy's admissions arrangements, unless otherwise stated.

Parents/Carers are advised to apply online via the Council's website at [www.miltonkeynes.gov.uk/schooladmissions](http://www.miltonkeynes.gov.uk/schooladmissions). Paper forms are only available upon request.

**No forms will be accepted at The Hazeley Academy.**

The timeline for admissions will be in line with that of the “Co-ordinated Secondary School Admissions Milton Keynes LA Scheme” as published in the parents/carers guide.

**Any application for a place at the Academy received after the published date for return will only be considered after all prior applications have been looked at in line with the above. All applications for Year 7 in 2020 received after 1.9.2020 will be processed under the Academies “In Year Admissions Arrangements for Years 7-11”**

Prospective applicants should also note it is not the Academy's policy to allocate a place for a child to a year above or below that of a child's chronological age, subject to consideration of the facts of each case which should be set out clearly within the application.

## **Oversubscription Criteria for Students Aged 11+**

As required by law children with a statement of Special Educational Needs or Education, Health and Care Plan which names The Hazeley Academy will be admitted.

In the event that there are more applications received than there are places available and admissions to The Hazeley Academy are oversubscribed, the following criteria will be used in the order set out below to allocate places.

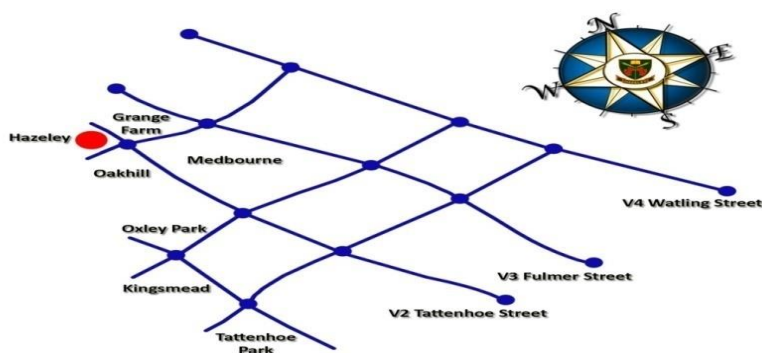
1. Looked After Children, including children that were previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.
2. Children who appear to the admission authority of the school to have been in state care outside of England and ceased to be in state care as a result of being adopted.
3. Children who live in the defined area and have a sibling attending the Academy at the time of application. Proof of residence required.
4. (a) Children of staff who have been employed at the school for two or more years at the time at which the application for admission to the academy is made, and/or  
(b) Children of Staff who are recruited to fill a vacant post for which there is a demonstrable skill shortage. It is at the absolute discretion of the Board of Directors to determine when there is a demonstrable skill shortage.
5. Children attending partner primary schools.
6. Children who live in the defined area served by the Academy. Proof of residence will be required.
7. Children who live outside of the Academy's defined area and have a sibling attending the Academy at the time of application.
8. Children living outside of the defined area.

## **Distance Tie Breaker**

In the event of there being more applicants meeting one of the above criteria than remaining places available, proximity to the Hazeley Academy will be used as the tie breaker. Places will be allocated according to distance from the Hazeley Academy as measured in a straight line from the Academy's main entrance to the student's normal home address, using the Local Authority's computerised measuring system. For prospective students living in flats or multi occupancy dwellings, the distance will be measured from the Academy's main entrance to the front door of the prospective student's residence. In the event of there being two or more applicants at a flat or multi occupancy dwelling vying for the last available place the tie breaker of a random lottery will be used which will be independently supervised as is required by the Admissions Code\*.

\*The School Admissions code has been issued under Section 84 of the School Standards and Framework Act 1998 (SSFA 1998). The Code has been made following consultation under Section 85(2) of the SSFA 1998 and after being laid before Parliament for forty days.

## **Definitions used within the Oversubscription Criteria**



### **Defined Area**

The defined area for The Hazeley Academy is as follows:

Grange Farm, Medbourne, Oakhill, Oxley Park, Kingsmead, Tattenhoe Park.

The local partner primary Schools are Christ the Sower Ecumenical Primary School, Oxley Park Academy, Priory Rise School and Two Mile Ash School.

### **A Looked After Child**

A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of its social services functions (see the definition in section 22(1) of the Children Act 1989)

An adoption order is an order 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) Children Act 2002.

A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by s.14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

### **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). In the case of previously looked after children, a copy of the adoption order, residence order or special guardianship order will be required. A letter from the Local Authority that last looked after the child confirming that he/she was looked after immediately prior to the order being made will also be required.

### **Residence**

In all cases proof of residence will be required. Acceptable proof of residence is a current Council Tax bill or signed rental agreement and an official document, which confirms that the child is resident at this address.

The Academy will need to see the original documentation. The Academy reserves the right to make its own enquiries to verify any information supplied by you. If the Academy discovers that it has given a child a place based on false inaccurate or misleading information (e.g. parental address), the Academy reserves the right to withdraw the place. In the case of a family who is moving house to live in the initial defined area, proof of residence will only be considered once copies of documents confirming the 'exchange of contracts' on the new property have been provided. If the move is to a rented property, a copy of the rental agreement showing the length of time that the property will be initially rented for will be requested.

### **Sibling Criteria**

A sibling is a brother or sister, which for admission purposes means brothers and sisters of whole or half blood or any other child (including an adopted or long term foster child) who permanently resides at the same address and for whom the parent has parental responsibility.

### **Multiple Births**

In cases where there is one remaining place available and the next child on the waiting list is one of a twin, triplet or other multiple birth groups, the following will apply:

Both twins would be admitted (or all the siblings in the case of multiple births) even if this goes above the published admission number for the Academy.

### **Withdrawing an offer of a place**

Any offers of a place found to be made on the basis of inaccurate information can be withdrawn. Such examples would include fraudulent applications or intentionally misleading applications (e.g. a false claim to residence)

### **Waiting List**

In accordance with the Admissions Code, The Academy will maintain a waiting list which will be administered by the Board of Directors of the Academy in partnership with the local authority for the duration of the local authority's coordinated admission scheme.

Once the coordinated scheme is closed, the waiting list will remain open but will be administered by the Board of Directors of The Hazeley Academy. If a place becomes available, a child's position on this waiting list will be determined by the application of the Academy's published over subscription criteria, and length of time on the list will not be a factor in offering a place. Please note each child that is added to the waiting List will require the list to be ranked again in line with the afore mentioned oversubscription criteria.

Children who are the subject of a direction by a Local Authority to admit or who are allocated The Hazeley Academy in accordance with the In-Year Fair Access Protocols will take precedence over those children on a waiting list.

### **Right of Appeal**

Parents have the right to an Independent Appeals Panel in the event that their child is declined admission to the Academy.

The Hazeley Academy  
December 2018