

## **Turing House School: Determined 2021 Admissions Policy (Sixth Form)**

### **Introduction**

Turing House is an inclusive secondary school established to serve the Middlesex side of the London Borough of Richmond-upon-Thames. Our admissions policy reflects this aspiration.

Turing House will provide school places for young people aged 11 - 18 and the admissions arrangements for the Sixth Form intake are set out below. The arrangements for Year 7 are set out separately.

Turing House is committed to straightforward, open, fair and transparent admissions arrangements. The school will act fully in accordance with the School Admissions Code (as revised February 2012), the School Admissions Appeals Code and admissions law as they apply to academies.

### **Numbers**

The capacity of the Sixth Form is 150 students in each of Year 12 and Year 13. A minimum of 30 Year 12 places will be offered annually to external candidates.

### **Turing House Applicants:**

All Year 11 students who wish to stay at Turing House School will be able to continue into the Sixth Form, subject to meeting the entry criteria and their course requirements. We will offer advice, guidance and support to all of our students to ensure they are able to make informed choices about their post-16 education.

### **External Applicants:**

There are at least 30 places available to external applicants. External applicants wishing to be admitted to Year 12 must submit an application directly to Turing House School prior to the closing date, using the online application form (or the hard copy form available on request from the school office). The closing date and full details of the application process will be published annually in the Sixth Form Prospectus and on the school website.

The same Year 12 *Entry Criteria* and course requirements apply to both external and internal applicants, but if the external places are oversubscribed then they will be prioritised according to the *Oversubscription Criteria for External Applicants* set out below.

### **Entry Criteria**

All students in the Sixth Form at Turing House School must be on a full-time study programme. This will usually comprise a minimum of three A-level courses or equivalent (full details of the options for full time study will be published annually in the Sixth Form Prospectus and on the school website).

There will be a minimum academic qualification for entry into the Sixth Form at Turing House School and in addition, individual courses will have minimum entry requirements that must be met. Full details will be published each year in the Sixth Form Prospectus.

Meetings may be held with applicants and their parents to discuss options and courses but will not form part of the decision process on whether to offer a place.

Provisional offers will be made subject to, and dependent upon, the applicant meeting the entry criteria for the Sixth Form and the specific course requirements.

Achievement of the GCSE grades specified does not guarantee a place on any course or combination of courses. Course enrollment is confirmed at the time of registration and is dependent on:

- sufficient demand for places in each of the courses the applicant has selected;
- availability of places on the courses the applicant has selected;
- availability of the combination of courses selected by the applicant; and
- the school's ability to staff and resource the courses selected.

If the intended course is full, but there are still vacancies on other courses, applicants may be offered an alternative.

### **Special Educational Needs**

The admission and review of students with an EHCP or a statement of special educational needs is dealt with by a completely separate procedure involving parents, schools, the LA and a range of professionals. This procedure is integral to the making and maintaining of a compliant EHCP (or statement) by the student's home Local Authority. Details of this separate procedure are set out in the Special Education Needs Code of Practice.

### **Oversubscription Criteria for External Applicants**

Where the number of external applications for admission which meet the academic entry criteria is greater than the places available, and after the agreed admission of any children with an Education, Health and Care Plan, the following oversubscription criteria will be applied in the order below:

1. Looked-after children<sup>iv</sup> or children who were previously looked-after<sup>v</sup>.
2. Children who have an exceptional medical or social need requiring attendance at a particular school rather than any other school. Such needs must be supported, at the time of application, by reports or letters from suitable professionals such as GPs, consultants or social workers. Circumstances cannot be taken into account unless information is provided at the time of application and failure to provide such information at that stage may therefore affect whether or not the children are allocated places at the preferred schools. All information submitted will be regarded as confidential.
3. Children (by which is meant full, step-, half- and adopted children living in the same household) of staff directly employed by Turing House school for two years or more before the admission application and still employed, without having given notice or been given notice that the employment will end, at the time the offer is made;
4. After the admission of children with Special Educational Needs and the application of criteria 1-5, the remaining places will be allocated to those applicants whose home address is closest to the planned permanent site of the school.<sup>i, ii, iii</sup> This point is defined as OS Grid Reference TQ 13577 73596.

### **Notes:**

- i. Proximity to the School is measured by the shortest route by road and/or maintained footpath from the property to the relevant point. Accessibility of private or public transport will not be considered. All distances will be measured using the Council's geographical information system.
- ii. Any offer of a place on grounds of proximity is conditional on the student being resident at the home address provided at the closing date for application. A business address, a childminder's address, or any address other than the student's home will not be accepted. Proof of address will be

sought and may be the subject of further investigation. The school reserves the right to seek verification of the information parents have given on the application form and to withdraw places if false information has been given.

iii. A student's home address is defined as the address at which the student is normally resident. Where a student lives at more than one address, the address will be where the student lives for the majority of the time. Where the student lives at more than one address and spends equal time at both, the home address will be counted as that at which the student is registered with their GP.

iv. Looked After Children are defined as children who are (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 in accordance with section 22 of the Children Act 1989, at the time an application for a school is made.

v. Previously Looked After Children are defined as children who were previously looked after, but ceased to be so because they were adopted (under the Adoption Act 1976 or Adoption and Children's Act 2002), or became subject to a child arrangements order or special guardianship order. This includes children who appear to have been in state care outside of England and have ceased to be in state care due to being adopted.<sup>1</sup>

#### **Tie Break**

In the event of two or more applications that cannot otherwise be separated, the school will use random allocation as a tiebreak, except in the case of siblings from the same address when all will be offered places. For this purpose, the ground floor is considered closer than the first and so on.

Should a tiebreak be required, it will be conducted independently. The random allocation will be via the drawing of lots, and a Local Authority Admissions Officer will be the independent party.

#### **Offers of Places**

All applications received after the deadline will be considered late applications. Late applicants will be considered after those received on time. If, following consideration of all applicants, the school is oversubscribed, parents may request that their son/daughter is placed on the school's waiting list.

#### **Appeals**

Parents who are dissatisfied with the school's decision not to admit their child(ren) may appeal to an independent appeals panel against that decision. The determination of the panel will be made in accordance with the School Admission Appeals Code and will be binding on all parties. Turing House will use the independent appeals service provided by the local authority. Independent Appeals Panels are appointed in accordance with the School Admission Appeals Code. Appeals should be made, in writing, to Richmond Local Authority Democratic Services team within 20 school days from the date of notification that the application was unsuccessful.

#### **Children educated outside their chronological age group**

Any application for a student to be educated out of his/her age group will be considered by governors on an individual basis and will only be granted in exceptional circumstances.

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<sup>1</sup> Amended by RET Board on 12 July 2021 to comply with Admissions Code 2021.