

DETERMINED ARRANGEMENTS FOR COMMUNITY SCHOOL ADMISSIONS FOR THE ADMISSIONS YEAR 2010/11

COMMUNITY SECONDARY SCHOOLS

Under the Education Act 2002, there is a statutory requirement for LAs to co-ordinate secondary school admissions for all pupils living in their area. For admissions in September 2010, Hammersmith & Fulham LA will co-ordinate all applications made by residents to schools in the local authority area and outside the area.

Hammersmith & Fulham's Scheme is based upon the Pan-London Co-ordinated Secondary School Admissions Template Scheme. Each applicant will be required to apply by completing the application form supplied by the LA for the area in which they live. This is known as the Common Application Form (CAF).

Any parent/carer can express a preference for a Hammersmith and Fulham community secondary school by completing the LA's CAF. The aim of the scheme is to deliver a single offer of a school place to each pupil in the admission round.

For September 2010 places will be allocated to those children whose parents or carers have expressed a preference for that school. The number of places available to be offered may be affected by any decision to specify a particular school for children with a statement of special educational need, or the allocation of a place to a looked after child. If there are more preferences expressed than places in the school, places will be allocated in accordance with the following criteria in order of priority to:

Children who are either:

1. Children In public care (Those 'looked after by a local authority under section 22 of the Children Act 1998)
2. Children defined as being in priority need within the categories of need defined by the Children Act 1989 or as having an otherwise professionally supported exceptional education, medical or social need for a particular school.
3. Children who have a brother or sister already in the school and who would be in that school in September 2010. If there are more children with siblings in the school than places available, places will be allocated to those children with siblings who live nearest to the school in terms of walking distance.

4. Other children who live nearest to the school in terms of walking distance over public rights of way measured using a computerised Geographical Information System (GIS).

THE WILLIAM MORRIS VI FORM

The William Morris VI Form is a 16 – 19 Community Secondary School and is able to admit up to 246 students. The School welcomes applications from all 16+ students.

The admissions policy to the William Morris VI Form in 2010 is as follows:

1. The VI Form will continue to give priority to students from its 4 partner secondary schools in the borough, i.e., Fulham Cross Community Secondary Girls' School, Henry Compton Community Secondary Boys' School, Hurlingham & Chelsea Community Secondary (Mixed) School and Phoenix High Community Secondary (Mixed) School providing:
 - the availability of a suitable course(s)
 - the applicant applies within the published deadline
2. All other applicants who apply by the published deadline depending on their suitability to undertake the course(s) for which they are applying **and** the availability of those course(s)

Process

The Academy publishes annually a detailed prospectus about all the courses it offers. The prospectus contains an application form and a standard reference form, along with details explaining the applications process and timetable, including dates for open days and evenings.

Information obtained from the reference form is used as part of the student guidance process and must be completed by a Head of Year before the application is returned to the academy. The purpose of the reference is solely to aid WMA staff in guiding students onto suitable courses.

The prospectus for 2010 will be available from October **2009**

Prospective students from the five partner secondary schools must return a completed application form and reference form by **January 2010** in order to keep their priority.

All other applications should be received by **February 2010**, as these

Applicants will be invited to interview and enrolment in date order of application. It is therefore advisable to apply this early as courses will be allocated on a first come first served basis.

In all cases, completed application forms will be accepted by hand-delivery or by post. Applicants will not normally receive an acknowledgement of receipt of their application.

The Interview

At the Academy, students are treated as individuals and given extensive guidance on suitable courses. Accordingly, the purpose of the interview is solely to start this guidance process and to enable the student to make informed decisions about subject choice and suitability of course offer. Admission to the Academy is not conditional on the interview.

Offers

Students who accept places at the Academy are invited to attend for a day of course guidance towards the end of the summer term. Attendance is compulsory as this is an opportunity for the student to spend time finding out more detail about subjects and courses and ways of working at the Academy.

Final decisions about courses are made at enrolment in late August when details of individual student GCSE results are known. As offers of places on courses are conditional on examination grades, course preference cannot be finalised before this date. Students who do not meet the conditions of their initial offer will be assisted to find an alternative suitable course.

Appeals

In the unlikely event that a student fails to gain a place at the Academy, they are entitled, in law, to make Appeal through their parents. The Academy will provide, on request, details about how this can be done.

COMMUNITY PRIMARY SCHOOL ADMISSIONS – 2010

The Government's School Admissions Code sets out the responsibilities of LAs in determining primary school admissions arrangements, which must be co-ordinated within LA boundaries. These arrangements require the LA, to administer the admission process for *all* primary schools in its area. This will include the introduction of a common application form upon which parents will be able to express preferences for community, foundation and voluntary-aided primary schools within Hammersmith & Fulham. The aim is that the system will produce just one offer of a school place per child.

For September 2010 and January 2011, the **Community primary school** determined admissions policy is as follows:

Places will be allocated to those children whose parents or carers have expressed a preference for that school. If there are more preferences expressed than places in the school, places will be allocated in accordance with the following criteria in order of priority:

Children who are either:

1. Children In public care (Those 'looked after by a local authority under section 22 of the Children Act 1998)
2. Children defined as being in priority need within the categories of need defined by the Children act 1989 or as having an otherwise professionally supported exceptional education, medical or social need for a particular school.
3. Children who have a brother or sister already in the school and who would be in that school in September 2010. If there are more children with siblings in the school than places available, places will be allocated to those children with siblings who live nearest to the school in terms of walking distance.
4. Other children who live nearest to the school in terms of walking distance over public rights of way measured using a computerised Geographical Information System (GIS).

PROPOSED ARRANGEMENTS FOR NURSERY ADMISSIONS – 2010/11

For admissions to **nursery schools and classes** in September 2010 it is proposed that places should be offered on following order of priority:

Part-time Places

Places will be allocated to children aged 3 or 4 whose parents or carers have expressed a wish for that particular nursery school or class. Headteachers will need to have regard to the balance of full and part-time places and the numbers of three and four year olds. If there are more applications than places available, then places will be offered in accordance with the following criteria in order of priority:

Children who are either:

1. Children in public care. (those 'looked after' by a local authority under Section 22 of the Children Act 1998)

2. Children defined as being in priority need within the categories of need defined by the Children Act 1989 or have an otherwise professionally supported exceptional educational, medical or social need for that particular school.
3. Children who have a brother or sister already in the nursery and who would be in that nursery in September 2010 or January 2011. If there are more children with siblings in the school than places available, places will be allocated to those children with siblings who live nearest to the school in terms of walking distance
4. Other children who live nearest to the school in terms of walking distance over public rights of way measured using a computerised Geographical Information System...

Full-time Places

Full-time places will be allocated, in the main, to children aged 4 whose parents or carers have expressed a wish for that particular nursery school or class. Headteachers will need to have regard to the balance of full and part-time places and the numbers of 3 and 4 year olds. If there are more applications than places available, then places will be offered in accordance with the following criteria in order of priority:

Children who are either:

1. Children in public care. (those 'looked after' by a local authority under Section 22 of the Children Act 1998)
2. Children defined as being in priority need within the categories of need defined by the Children Act 1989 or have an otherwise professionally supported exceptional educational, medical or social need for that particular school.
3. Children who have a brother or sister already in the nursery and who would be in that nursery in September 2010 or January 2011. If there are more children with siblings in the school than places available, places will be allocated to those children with siblings who live nearest to the school in terms of walking distance
4. Other children who live nearest to the school in terms of walking distance over public rights of way measured using a computerised Geographical Information System. (GIS)