Callington Community College

Admissions Policy 2022-2023

Version	Date	Review Date
February 2021	19/02/2021	19/02/2022
Originator: G Patton	Authorised: by CCC Governors	

WESTCOUNTRY SCHOOLS TRUST

This policy is based on the following advice from the Department for Education (DfE):

- School Admissions Code
- School Admission Appeals Code

As an academy, the school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

Callington Community College is an 11-18 mixed academy serving the needs of the children of Callington and the surrounding villages. The College works very closely with its 11 feeder primary schools and aims to provide a seamless education in partnership with these primary schools from the age of 3 to 19. We collaborate closely with our primary schools in aspects of curriculum development, staff training and, in particular, educational philosophy. In order to support the continued development of these strong links with our feeder primary schools applications from students attending one of our 11 feeder primary schools will be considered as high priority in our oversubscription criteria.

The main principle of admission to Callington Community College is to maintain the character of the College as a comprehensive school, providing for the needs of children within the 11-18 age range, who live in Callington and the surrounding areas, provided that they can be accommodated within the agreed admission limits. We are an inclusive College and welcome all applications. The uniform policy supports the expectation that students have a professional appearance whilst at the same time ensuring that the uniform is fit for the wide range of activities that students take part in during the College day. We have tried to keep this at a reasonable cost while maintaining a level of conformity and are pleased to discuss any questions you may have regarding uniform items. Admission to our College is not dependent on any 'voluntary' contribution and we have a full range of extra-curricular activities available for all children at no extra cost. We have a full programme of visits for which a charge is made but again we are pleased to discuss any questions you may have.

The College will endeavour to provide places for students outside this area whose parents wish them to attend Callington Community College provided that they can be accommodated within the agreed admission limits.

This policy is written with full adherence to and in accordance with the Admissions Code of the DfE, December 2014. All statutory obligations defined within this code apply.

Students will be admitted to Year 7 without reference to ability or aptitude using the procedures detailed in this document, which includes arrangements and criteria that will be applied in the event of oversubscription. The College intends to admit 240 students in September 2022.

Westcountry Schools Trust (WeST) is the admission authority for Callington Community College. Operation of admissions arrangements are delegated to Callington Community College Local Governing Board (LGB).. The LGB operates an equal preference scheme. The College participates in the Local Authority co-ordinated scheme and applicants should adhere to all deadlines within that.
All applications for places in Year 7 must be made on the common application form that can be found at: Cornwall - Admissions KS4 school in September 2022 There is no additional application form or information required by Callington Community College.

Children with an Education, Health and Care (EHC) plan that names Callington Community College, will be admitted to the College.

Oversubscription criteria

In the event of there being more than 240 applications for places the following admission criteria will be used (in descending order of priority) to allocate places after the admission of children whose Education, Health and Care Plan names the College:

1. Children in care and children who were in care but immediately after being in care became subject to an adoption, child arrangement order or special guardianship order, including those who appear (to the admission authority) to have been in State care outside of England, but who were then adopted (Note 1).

2. Children with an unequivocal professional recommendation from a school medical officer or educational psychologist that non-placement would result in medical or psychological harm. Parents must complete the relevant section on the application form and attach a medical report from either the school medical officer or educational psychologist, supported by a second opinion from another health professional, such as the child's GP. These reports must set out in particular the reasons why Callington Community College is the most suitable College and what difficulties would occur if the child had to go elsewhere. These reports must be received by the closing date for exceptionally late applications. These applications will be considered by the Admissions Committee (see Note 2). Information received after the published date for receipt of exceptionally late applications under the Local Authority's co-ordinated scheme will not be considered.

3. Children who are attending one of the following primary schools on the closing date for applications as part of the co-ordinated admissions scheme in the year preceding admission to secondary school:

   Callington Primary School
   Calstock Community Primary School
   Delaware Primary Academy
   Gunnislake Primary Academy
   Harrowbarrow School

Pensilva Primary School
Quethiock Church of England Primary School
St Dominic Church of England Voluntary Aided School
St Mellion Church of England Voluntary Aided School
Stoke Climsland School
Upton Cross ACE Academy

4. Children who have a sibling (see Note 3) attending the College at the time of application and who will still have a sibling attending the College at the proposed date of admission.

5. Children whose (a) parent/carer is a member of teaching staff or teaching support staff employed on a permanent contract by Callington Community College for two or more years at the time at which the application for admission to the school is made, and/or (b) where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

6. All other children.

Proof of residence

In the event of any discrepancy regarding the child's place of residence the College may require proof of residence. The College reserves the right to withdraw the offer of a place should it become apparent that such proof of residence is unsubstantiated. The parent reserves the right to appeal against this decision. Please note that when parents live separately, the address used should be the address that the child usually lives at and attends College from. If the child lives equally with both parents at different addresses then an agreement from both parents on the address to be used for admission and transport purposes will be required. It is the parents' responsibility to make this clear on the application form. Parents may be asked to provide acceptable proof that this is the case. In the absence of an agreement by both parents the address at which child benefit payments are received will be used. Parents may be asked to provide acceptable proof that this is the case.

Tie-breaker

In the event of two or more students having equal priority for a place at the College then distance from the home address (front door of the property) to the main entrance gate to the College on Launceston Road, measured 'as the crow flies' using 'Cornwall Council's nominated Geographic Information System, will be used as a tie-breaker. The child living closest to the College will have priority.

Admission outside the normal age group

Although most children will be admitted to the College with their own age group, from time to time parents seek places outside their normal age group for gifted and talented children or those who have experienced problems or missed part of

the year, often due to ill health. While it would not normally be appropriate for a child to be placed in a year group that is not concurrent with their chronological age, the College will consider these requests carefully and will make a decision based on the particular circumstances of each case. Requests should be made to the Principal.

In Year Admissions (Admissions outside the coordinated scheme)

Parents seeking a place for their child should contact the College and complete the application form provided by the Local Authority.

The parent of any child refused a place at the College in any year group has the right of appeal. Appeals for the College for 2022-2023 will be managed through the Local Authority.

Late Applications

Late applications are those submitted after the closing date of the coordinated admissions scheme and will be dealt with in accordance with that scheme.

Waiting List

If, after the offer of places has been made, the College is over-subscribed, all unsuccessful applications will be placed on the waiting list that will be administered by the College in partnership with the Local Authority. Similarly, waiting lists will be maintained for places in any year group that is full or oversubscribed. A child's position on a waiting list will be determined by the College's published over-subscription criteria. Children who are the subject of a direction by the Secretary of State or who are in care or who were in care but immediately after being in care became subject to an adoption, child arrangement order or special guardianship order or who are allocated to the College in accordance with the Fair Access Protocol, will take precedence over any child already on the waiting list.

Transfer from Year 11 and applications to the Sixth Form

The number of places available to external applicants to the Sixth Form will vary according to how many internal applications are received and accepted and how many Year 12 students progress onto Year 13. Historically, we have been able to allocate a number of places in Year 12 to external applicants and for this academic year we will be able to allocate at least 15 places. We might exceed this number if the preferred courses of study are not oversubscribed and the applicant has met the relevant entry requirements.

Children with a statement of special educational needs or Education, Health and Care (EHC) plan that names Callington Community College, will be admitted to the College.

Applicants who do not meet the minimum entry requirements for a course will be refused a place at the College. Entry requirements for each of our courses and pathways in the Sixth Form are available in our Sixth Form prospectus. All entrants to the Sixth Form will be given advice at a course-suitability meeting. Alternative course suggestions might be made at this meeting. This meeting will be held with the Director of Sixth Form.

The parent of any child refused a Sixth Form place at the College has the right of appeal. A child who has been refused a place in the Sixth Form has the right of appeal. This right is in addition to their parent's right of appeal and the child and their parent may appeal separately, or they may do so jointly.

Oversubscription to the Sixth Form

All students in Year 11 at Callington Community College will need to apply formally for places in Year 12 and there will be minimum entry requirements for access onto chosen courses. The same minimum entry requirements will also apply to external candidates. Where a particular course is heavily oversubscribed and we cannot run a parallel course then the places will be offered to those internal candidates who have the better grades at GCSE or subject specific requirements. We will strive to offer alternative courses for any student affected by this criterion.

If there are more than 15 external applications from candidates who meet the entry requirements then every attempt will be made to accommodate them onto a suitable course where numbers allow. However, if necessary, in the event of there being more than 15 applications from external candidates the following admission criteria will be used (in descending order of priority) to allocate places:

1. Children in care and children who were in care but immediately after being in care became subject to an adoption, child arrangement order or special guardianship order, including those who appear (to the admission authority) to have been in State care outside of England, but who were then adopted (Note 1).

2. In the event of two or more students having equal priority for a place at the College then distance from the home address (front door of the property) to the main entrance gate to the College on Launceston Road, measured 'as the crow flies' using 'Cornwall Council's nominated Geographic Information System, will be used as a tie-breaker. Children living closer to the College will have more priority (see Note 4).

Note 1: A 'child in care' may also be referred to as a 'looked after child' and is a child who is (a) in the care of a local authority, (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). A 'child arrangement 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. 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). A child is regarded as having been in state care outside of England if they were in care of or were accommodated by a public authority, a religious organisation, or any other provider of care, whose sole or main purpose is to benefit society (see section 23ZZA(8) of the Children Act 1989 (inserted by section 4 of the Children and Social Work Act 2017))

Note 2: The Admissions Committee, comprising the Principal, Head of Admissions and a LGB Governor or WeST Trustee, will consider applications. The Committee will decide whether the applicant should be given priority under this category.

Note 3: For the purposes of admission arrangements a sibling is defined as a full, half, step, adopted or long-term fostered child living at the same address. In the case of siblings living at a different address the siblings must be blood relatives, in other words share at least one parent.

Note 4: For children of UK service personnel (UK Armed Forces) whose parents or carers have a confirmed posting to the area, or for crown servants who are returning from overseas to live in the area, an official letter must be submitted with the application. The letter must declare a relocation date, and a Unit postal address or quartering address to allow the application to be considered against the College's oversubscription criteria. Service children who are eligible will be allocated a place in advance of the family arriving in the area.

As a Rights Respecting College this policy has been written taking account of the values and principles of the United Nations' Convention on the Rights of the Child (UNCRC) and our Rights Respecting ethos.

It is the intention of Callington Community College that our policies are inclusive to all groups of people in accordance with the Equality Act 2010.

Under the Equality Act 2010 no person may receive less favourable treatment or consideration on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. These categories are known in the act as 'protected characteristics', or protected groups.

This applies to policies which concern both students and staff. We will make whatever reasonable adjustments are necessary to ensure that our policies are accessible to all protected groups when requested to do so. This includes, but is not limited to:

- Physical adjustments for disabled people
- Translation of documents for people whose first language is not English
- Providing appropriate facilities for people to observe their different religions
- Providing relevant and appropriate support for any staff member or student who identify as transgender, in implementing this policy

Approved by Governing Board: April 2021
Variations Approved by Governing Board: July 2021
(subject to Parliamentary approval of the School Admissions Code 2021)

CONTACTS AND FURTHER INFORMATION

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https://www.callingtoncc.net/www.plymstockschool.org.uk

Cornwall School Admissions Team
https://www.cornwall.gov.uk/education-and-learning/schools-and-colleges/school-admissions/
Telephone 0300 1234 101
School Appeals
Telephone 01209 614361
https://www.cornwall.gov.uk/education-and-learning/schools-and-colleges/school-admissions/the-appeals-process/

The Department for Education Schools (DFE)
Telephone: 0370 000 2288
www.education.gov.uk

Office of the Schools Adjudicator
www.education.gov.uk/schoolsadjudicator

Cornwall Information, Advice and Support for SEND
Telephone 01872 324242
https://www.cornwall.gov.uk/education-and-learning/schools-and-colleges/special-educational-needs-file/