

## Admission Arrangements



### Oasis Academy MediaCityUK, Admission Arrangements for 22/23

#### Introductory statement

Oasis Academy MediaCityUK is an academy where all young people are given the opportunity they deserve to make excellent progress and fulfil their full potential. Oasis academy MediaCityUK is a fully inclusive secondary academy, accepting children of all abilities, of any faith or none.

#### Admission number(s)

The school has an admission number of 180 for entry in year 7

The school will accordingly admit this number of students if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

#### Application process

Details of the LA Process including where to access the Common Application Form (CAF) can be found on the Salford Local Authority website.

Arrangements for applications for places to **Year 7** at the Academy will be made in accordance with Salford Local Authority co-ordinated admission arrangements and will be made on the Common Application Form provided and administered by Salford local authority.

Please access the application form by visiting Salford Local Authority website, <https://www.salford.gov.uk/schools-and-learning/schools-admissions/>

The process of allocating places will begin after 31<sup>st</sup> October 2021. You will be sent an email from Salford Local Authority on 1<sup>st</sup> March 2022.

#### Oversubscription criteria and Tie Break

When the school is oversubscribed, after the admission of students with an Education, Health and Care plan or a Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

- 1. Looked after children and previously looked after children.** This includes children who have ceased to be looked after because they were adopted or became subject to a child arrangements order or special guardianship order. (Parent/carers of previously looked after children will need to provide a photocopy of the relevant order with the application form)
- 2. Children in need** as defined by the Children Act (1989), i.e. those who are unlikely to achieve or maintain or to have the opportunity of achieving or maintaining a reasonable standard of health or development or a child/children whose health or development would be

further impaired without the provision of services by the Local Authority. Confirmation of the child's needs will be required from their social worker. (see note a)

3. **Brother or sister** in attendance at the school (Year 7 – Year 10 only. Year 11 are considered for in year applications only) at the date when the pupil is to be admitted. This includes stepchildren and foster children living with the same family at the same address. Other children may be considered under the sibling criterion provided proof is available to demonstrate that the children are permanently resident at the same address and part of the same family unit. (The authority accepts that in some family units the children may not be natural brothers and/or sisters)
4. **Children living nearest to the school.** The distance will be measured in a straight line using LLPG (Local Land and Property Gazetteer) information to measure the distance between the address point (including flats) of the child's home address and the centre of the school in miles. Those children whose home address is closest to the school will be those who get priority for places.

### **Tie-breaker**

Where there are more children in one particular criterion than the number of places available, places will be allocated to the children whose home address is nearest the school. The distance will be measured in a straight line using the LLPG (Land and Property Gazetteer) information to measure the distance between the address point of the child's home address and the centre of the school in miles. Those children whose home address is closest to the school will be those who get priority for places.

In the event of a tie, where two or more pupils' home address is the same distance from the preferred school and only one place is available, random allocation will be used. This will be supervised by an independent person. Eligible names will be placed in a hat. One name will be drawn from the hat and the remaining place will be offered to that person. This process for random allocation also applies to the waiting list where two or more pupils are eligible for one vacancy because they live the same distance from the preferred school.

### **Late applications**

All applications received by Salford local authority after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

For more information on late applications, please visit website <https://www.salford.gov.uk/schools-and-learning/schools-admissions/>

### **Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health. For year 6 to year 7 applications where a child is already taught outside of their usual age, parents should contact the admissions team in advance of making an application to discuss the process. For in-year applications, or where the child is already attending the school, parents should contact the Head teacher of the school concerned in the first instance to discuss an application for admission outside of the normal age group.

The request will be considered in conjunction with the school and the parent, and the admission authority for the school will decide on whether the child should be offered delayed admission or not. The decision, and the reasons for it, will be communicated to the parent in writing. Where a child is offered a place at a school but not in the year group preferred there will be no right of appeal.

In the first instance, please contact [info@oasismediacityuk.org](mailto:info@oasismediacityuk.org) and Salford Local Authority.

### Waiting lists

The waiting list for Oasis Academy MediaCityUK is held and maintained by Salford Local Authority.

For more information see note h in this document or please visit website <https://www.salford.gov.uk/schools-and-learning/schools-admissions/>.

### Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact Salford Local Authority by [appeals' deadline date] for information on how to appeal. Information on the timetable for the appeals process is on <https://www.salford.gov.uk/schools-and-learning/schools-admissions/>.

### Applicants living outside the Local Authority

Parents living outside the Local Authority, where the academy is located, should use the Common Application Form provided by their home Local Authority.

### Notes/Definitions

**a. Children in need**

In Salford, children who would be eligible for this criterion are those who are at level three and have ongoing social worker involvement, and all at level four on the 'Thresholds of needs and response in Salford' ([www.salford.gov.uk/thresholds.htm](http://www.salford.gov.uk/thresholds.htm)). For children resident in other local authorities, contact will be made with the child's social worker to confirm that the child's level of need falls within these boundaries of the Salford thresholds. Salford LA must have confirmation of an applicant's level of need from an appropriate professional before they will be considered under this criterion.

**b. Multiple births**

If there is a situation where only one place is available and the next children to be offered are siblings of a multiple birth, all the siblings will be offered places.

**c. The child's home address**

The child's home address is considered to be the child's parent/carer(s) place of residence, that is to say, where they are normally and regularly living.

If parents are separated and the child spends time at each parents' address, the address which will be used for admission to schools is that of the main carer. The main carer is determined as the parent who is in receipt of child benefit.

If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative's address will not be considered.

We may ask to see two to four forms of evidence of your home address (photocopies are acceptable) in addition to the child benefit information showing the address to which payments are made. This may include, for example:

- proof of where you are registered for council tax
- your television licence
- proof of your child tax credits.

Any evidence you provide must show that the parent or main carer lives at this address. We may seek evidence by other means if the parent/carer is unable to provide sufficient proof of their residence.

If your address changes temporarily (for example, if you go to live with a relative or there is another reason for temporary vacation of the permanent residence to which the child benefit document refers) you cannot use this temporary address for the purpose of your application.

Where a family is returning or moving to the UK from overseas, the local authority will require evidence of where the family will be living. This could be whether parents, for example:

- own or rent a property in the area to which they intend to return
- are UK crown servants or are in the UK military and are returning to the area
- have provided other compelling evidence that they are returning to the area

The local authority may require evidence that a family are returning to the area. Such evidence may include:

- a mortgage or rental agreement for a property
- deeds for a property in the area
- a letter from an employer showing a transfer date to the area
- registration with a local GP

If a parent is unable to provide evidence of a return to the area, the local authority will use the parents' place of residence at the time of application (including an address in another country). This may give the child lower priority for admission to most schools.

**d. Temporary addresses**

The Authority may at its discretion consider as genuine a child's temporary address where, for example, the child is living with his/her parent/carer(s) in temporary accommodation due, for example, to their parent/carer(s) working commitments, whilst they are seeking a permanent address in the same area.

If the parent/carer(s) main address has changed temporarily, for example where a parent/carer resides with extended family during a period of sickness or takes up temporary accommodation due to building or renovation work, then the parent/carer(s) address remains that at which the parent/carer(s) was resident before the temporary residence began.

**e. Change of address**

Any permanent change in address must be notified in writing or by email to the Admissions

Team as soon as possible. It will not be possible to make any changes to the home address for allocation purposes after 1 February, as school offers will be finalised. However, please still inform the admissions team of changes of address after this date so that offer information can be sent to the correct address.

Where a change of address occurs after the closing date and before the 15 January, the local authority will consider a change of preferences to be on time only where the change of address is over two miles from the previous address (measured from address point to address point in a straight line). Where the change of address is under two miles any changes of preference will be considered as a late application. Any change of preference resulting from a change of address after 15 January will be considered as a late application.

**f. False information**

If you give any fraudulent or intentionally misleading information to obtain a school place (for example, if you give the incorrect home address), we may withdraw the offer and your child may lose their place.

If you suspect that someone has given false information to get a school place please contact the admissions team.

**Please note that the Local Authority may take strong action and the place offered will be withdrawn, if any fraudulent or misleading information is given, including an address which is not the child's home address as defined above.**

**g. Admission of children from overseas**

All children of compulsory school age (five to 16 years) in the UK have a right of access to education. However, where a child is in the UK for a short period only, for example less than half a term, it may be reasonable to refuse admission to a school.

Children who hold full British Citizen passports (not British Dependent Territories or British Overseas passports), have a passport endorsed to show a right of abode in the UK normally have unrestricted entry to the UK.

Until 31<sup>st</sup> December 2020, all European Economic Area ("EEA") and Swiss national children will have the right, under UK immigration law, to enter the country to access a school. They and their parents will then be eligible to apply to the EU Settlement Scheme and continue to be able to study in schools in England.

An application for a school place will be accepted for such children even though they may not be resident in the UK at the time of application.

From the 1<sup>st</sup> January 2021, freedom of movement with the European Union will end. New immigration routes will be available for applications to work, live and study in the UK.

Parents living outside of the UK are advised to consult the guidance at [www.gov.uk](http://www.gov.uk) to ascertain their status and that of their dependents, including children under 18 for whom they wish to apply for a school place.

**h. Waiting list policy**

Children who are not offered a nursery or reception place for the September intakes at their preferred school will be placed on the school's waiting list. The waiting list will be maintained only for the statutory period (until 31 December). Should any places become available they will be allocated in accordance with Salford Local Authority's published admission criteria.

As children are added to the waiting list, the list will be re-ranked in accordance with the published admission criteria. This means that children can move both up and down the waiting list.

After 31 December, if a parent wishes their child to continue to be considered for a school place, they will need to reapply for a place using the procedure for in-year admissions.

Looked after children, previously looked after children and children who come under the Fair Access Protocol will take precedence over those on the waiting list.

There are no waiting lists for in-year admissions.

**i. Right of appeal**

If a child is refused a place at a preferred school, they will have the right of appeal for that school. Parents must give their grounds of appeal in writing and will be given at least 20 school days to submit these to the local authority. Further information can be found on the local authority's website ([www.salford.gov.uk/primary-appeal](http://www.salford.gov.uk/primary-appeal))