



Athena Learning Trust

Atlantic Academy

Admissions Policy

2024-25

Review

Reviewed by: Local Governing Body

Review date: April 2023

Review period: Annual





Admission arrangements for Atlantic Academy for the 2024 - 2025 school year

Published Admission number (PAN)

The school has an admission number of **[add number]** for **[add year group(s)]**. It will admit this number of pupils if there are sufficient applications. If fewer than **[repeat admission number]** applications are received, all applicants will be offered a place. **You could include a table here if easier**

Application process

[Name of school] will process applications outside the normal co-ordinated admissions process. The application form can be obtained from **[insert web address]**. Completed applications should be sent to **[add address or email]**. The closing date for applications is **[date]**.

Offers will be made on **[date]**. If the academy trust has not signed a funding agreement with the Secretary of State for Education by that date, offers will be conditional and will be confirmed once the funding agreement has been signed.

Parents will also need to complete their local authority's common application form for their other choices of school.

Banding

[Refer to Section A of the annex and paragraphs 1.25 to 1.30 of the [Admissions Code](#).

Schools that will band applicants should include information about the banding process here. Other schools may delete this section.]

Oversubscription criteria

The academy trust will admit any pupil with an Education, Health and Care plan which names



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the school. Priority will then be given to children who meet the criteria set out below, in order. Applicants for the sixth form will also need to meet the academic entry criteria set out below.

[Refer to paragraphs 1.6 to 1.10 of the [Admissions Code](#). Select oversubscription criteria from the options in Section B of the annex.

Oversubscription criteria should be clear and easy for parents to understand. The number of oversubscription criteria should be kept to a minimum.

Depending on the criteria chosen, it may be necessary to include a final criterion for 'other children' e.g. in case there are places available once offers have been made to all applicants living in the school's catchment area.]

1. Looked after children and previously looked after children
2. [oversubscription criterion]
3. [oversubscription criterion]
4. [oversubscription criterion]
5. [other children]

Tie-break

[Refer to paragraph 1.8 (tie-breaks) and paragraphs 1.34 and 1.35 (random allocation) of the [Admissions Code](#). Select one of the options below.

If selecting distance, you will need to decide how distance will be measured (e.g. in a straight line, safe walking route) and set this out clearly. If the local authority will measure distance for you, ensure you correctly describe the local authority's methodology. Random allocation should be used as a final tie-break because two or more children may live an equal distance from the school.]

Option 1: If a tie-break is needed to decide which child will be offered a place, the child living closest to the school will be offered a place. [*Distance will be measured from the child's home to the front gates of the school in a straight line.*] If two or more applicants live an equal distance from the school, random allocation will be used to determine which child will be offered a place. The [*local authority/other independent body*] will conduct the random allocation.



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Option 2: If a tie-break is necessary, random allocation will be used to determine which child will be offered a place. The [*local authority/other independent body*] will conduct the random allocation.

[Refer to paragraph 2.16 of the [Admissions Code](#).

Whichever tie-break is chosen, the following sentences must be included by schools with infant classes. We recommend other schools also include it, but they are not required to. The infant class size rules allow schools to exceed the limit of 30 pupils per teacher when children from a multiple birth are tied for the final place.]

Random allocation will not be used if siblings from a multiple birth (twins, triplets etc.) are tied for a place. They will all be offered a place and we will exceed our admission number.

Admission of children outside their normal age group

[Refer to paragraphs 2.18 to 2.20 of the [Admissions Code](#), [Advice on the Admission of Summer Born Children](#).]

Parents may request their child is admitted outside their normal age group. Parents who wish to do so should include a request with their application, specifying the year group to which they wish their child to be admitted and why they believe it would be in their best interests. The academy trust will make a decision on the basis of the circumstances of the case and in the child's best interests, taking into account the views of the headteacher and any information provided by the parent.

Waiting list

[Refer to paragraph 2.15 of the [Admissions Code](#). Schools that band applicants should delete



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the text below and replace it with one of the options from Section A of the annex. Schools which make conditional offers for their sixth form should include the additional text from Section C of the annex.]

The school will maintain a waiting list for *[year group]* until *[date]*. A parent whose application was unsuccessful may ask for their child's name to be added to the waiting list. Where places become available, they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Appeals

Applicants who are refused a place at the school will be able to appeal to an independent appeal panel. Contact *[add name/address]* by *[date]* for information on how to appeal. The appeals timetable is on our website at *[insert web address]*.