



# Admissions Policy

Last updated: 1 September 2019

## **Admissions Policy**

The Local Authority is responsible for admissions to Hazel Wood High School.

Our intake for 2018 was 120 places

Our intake for 2019 is 144 places

Our Intake for 2020 is 144 places

To make applications for new admissions or in year transfers please follow this Web link:

<https://www.bury.gov.uk/index.aspx?articleid=10566>

### **ADMISSIONS POLICY FOR COMMUNITY SECONDARY SCHOOLS IN BURY**

Children with an Education, Health and Care Plan, will be given a place at the school named on their EHCP.

When schools are oversubscribed, priority for allocation of places will be as follows:-

1. Children in public care (Looked After Children) and previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).(1) (2)
2. Children who live within the catchment area. (3)
3. Children who will have an older brother or sister in the school in September 2020. For this purpose, a brother or sister may be a full or step-brother or a full or stepsister, living at the same address, at the time of admission.
4. Other children.

If applications are received after the closing date, they will be dealt with as late applications, and will not be considered until after those applications which were received on time.

If there is over-subscription in any category, places will be offered using a straight line distance measurement from home to school. The distance will be measured using the Local Authority's computerised mapping system, which measures from the address point of the home property to the address point of the school as defined by Bury Council's LLPG (Local Land and Property Gazetteer). Those living closer to the school on this basis will receive the higher priority.

Where the final place in a year group can be taken by two or more children living an equal distance from the school, (for example two children living in the same block of flats) the Local Authority will then use random allocation to decide which of the children can be offered a place.

Where a child has parents with shared responsibility and lives with each parent for part of the week, the home address will be decided by using the name & address of the parent/carer to whom the Child Benefit payment is paid.

If there is a situation where only one place is available and the next children to be offered are twins or triplets, both twins or the three triplets will be offered places.

1st, 2nd and 3rd preferences for all secondary schools in Bury will be considered equally.

If you wish to give reasons for your preferences you may do so. However, parents should note that the criteria given above are the criteria which will be used to offer places.

Parents are only entitled to one appeal for an individual school each year. A re-appeal would only be considered if new evidence became available which could not have been made available at the original appeal hearing. 1 This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the terms of the Adoption and Children Act 2002. See Section 46 (adoption orders). 2 Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order enforced prior to 22nd April 2014 is deemed to be a child arrangements order. 3 Catchment area maps are published on the website at [www.bury.gov.uk](http://www.bury.gov.uk).

The Admission policies for our voluntary aided schools can be found on our website at [www.bury.gov.uk/admissionssecondary](http://www.bury.gov.uk/admissionssecondary).

For copies of the Local Authority admissions policy or for enquiries please contact:

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