



Admissions Policy

Irlam & Cadishead Academy is a member of United Learning which has a Christian ethos. Irlam & Cadishead Academy in keeping with the group ethos of bringing out the 'best in everyone' believes in the concept of 'open and fair' admission for all; this includes the open and fair allocation and offering of places.

The Academy ensures that policies and procedures reflect this and are in line with the revised Schools Admission Code and Regulations, (February 2012) - as part of Section 84 of the Schools Standards and Framework Act (1988) and all other relevant statutory guidance and legislation including the statutory admissions and appeals code of practice. We are committed to ensuring that the application of this policy is non-discriminatory in line with the UK Equality Act (2010). The Academy will take part in the admissions forum set up by Salford Local Authority and have regard to its advice; and will participate in the co-ordinated admissions arrangements operated by the LA.

This policy is reviewed regularly by the Academy's management team and the governing body as legally required.

This admissions policy forms an annex to the funding agreement between United Learning and the Secretary of State.

Admission Arrangements

The Academy accepts students of all faiths and none. Irlam and Cadishead Academy offers free education for up to 180 students in Year 7 to Year 11. Every place is free of charge and open to students of all abilities.

The Academy will admit students per year in the relevant age group if sufficient applications are received. Where fewer applications than the PAN (Published Admission Number) are received in any one-year group, the Academy will offer places to all those who have applied unless the application is defined as an exception.

The Academy may set a higher admission number than its PAN (Published Admission Number) for any specific year after consultation with; the LA, other named admission authorities within the LA, the governing body and any primary or secondary schools within the area required for consultation. The Academy will consider any comments from those consulted and confirm admissions arrangements by the 15th April for the upcoming academic year.

Students may be given priority if they are; children in public care (Children Looked After) have a Statement of Special Educational Needs Department (SEND) naming Irlam and Cadishead Academy and children for whom it is essential they be admitted because of special circumstances relating to medical and social needs. Details regarding the allocation of places in case of oversubscription are set out below.

Year 7 admissions are dealt with by Salford MBC Admissions Team. The contact details for Salford Admissions Support & Advice Team are; Admissions Support and Advice Team, School Admissions, Salford City Council, Salford Civic Centre, Chorley Road, Swinton, Salford, M27 5AW. T: 0161 793 2500

Records of applications and admissions to the Academy will be available for a period of 10 years.



Application Process

Applications for places at the Academy will be made in accordance with co-ordinated admission arrangements and will be made on the Common Application Form provided and administered by the Local Authority. The timing of these applications will be in keeping with those published by Salford LA and those in place across the Local Authority for other schools;

- September – The Academy will publish in its prospectus details for admission, including oversubscription criteria and any details of any admissions/information events.
- September/October – Prospective parents will be given the opportunity to visit the Academy.
- October/November – Common Application Forms should be returned to the Local Authority.
- November/December – The Local Authority sends application details to the Academy.
- January – The Academy sends details of students to be offered a place to the Local Authority.
- February – The Local Authority applies agreed scheme for school places and shares information with other relevant Local Authorities if appropriate.
- 1st March – Offers are made to Year 6 parents.

Allocation of places in instances of over-subscription

Where the number of applications for admission exceeds the number of places available applications will be considered against the criteria set out below;

- Students with a statement of special educational needs that names the Academy in the statement will be given a special priority over other admissions.
- Children in public care at the time of application (Children Looked After)
- Children who have specific medical needs, social needs and special needs where the application is supported by written professional advice. The Academy reserves the right to request a second opinion if appropriate. The significant specific need which parents may ask to be taken into account must relate directly to the student and be significant to the extent that it will or is likely to have an impact on the ability of the student to access an alternative provision of education.
- Siblings of pupils who will be attending the Academy on the proposed start date. The term 'sibling' means a full, step, half, adopted brother or sister – cousins will not be taken into consideration. The Academy reserves the right to ask for proof of relationship.
- Children whose permanent address is nearest to the Academy. The permanent address is that where the student normally sleeps and from where they would travel to and from school. The distance will be determined by the distance between the place of residence and the Academy building. Proof of residence may be requested at any time throughout the admissions process. If false or misleading information is used to gain entry to the Academy the offer of a place may be withdrawn.



There is no selection by either ability or aptitude for a specialism.

Operation of a waiting list

Where there are more applications for places than it can offer the Academy will operate a waiting list. The list will be open to any parent who requests for their son/daughter's name to be placed on the list following an unsuccessful original application.

Students on the waiting list will be places based on the oversubscription criteria outlined above.

Appeals

Parents do have the right of appeal to an Independent Appeal Panel if they are dissatisfied with the decision taken by the Academy. The arrangements for appeal will be in keeping with the code of practice for appeals published by the Department for Education. The appeals panel will be impartial, and the decision made will be binding for all parties.

If you wish to appeal against a decision regarding admissions, you will be asked to put your appeal in writing to the governing local education authority please contact Principal PA Mrs J Wood who will provide further information and support if required.

In Year Admissions / Admissions to Year Groups other than year 7

The Academy will consider applications submitted for year groups other than year 7 and applications for entry mid-year, if the year group has a place available.

Admission will follow interview of the student/parents by the Principal. The Academy may oppose admission to the Academy of a student who has displayed challenging behaviour on the grounds that this will impact on the best interest on others in the Academy community. If this is the case the Academy will raise any concerns with the Local Authority Fair Access Protocol.

Parents whose application is turned down will be entitled to appeal; they will be asked to clearly outline their reasons in writing for the governing body/local education authority. Parents who wish to appeal against decisions regarding admissions outside of the usual round should contact the Principals PA Mrs J Wood for further information and support if required.

Publication

The Academy will publish admission arrangements each year through the Local Authority and on the Academy website.

Copies and details of this policy will be available in the Academy prospectus and will be shared with all relevant primary schools.

Copies will be made available without charge on request, hard copies are available from the school office.



Agreed by Irlam & Cadishead Academy LGB 21st September 2020

Signed by Chair of LGB

Sue Lightup (Chair)

Date

Signed by Principal

Toni Holdsworth-Greene (Principal)

Date

Review date:

April 2021