



Admissions Policy

For Students applying to join George Salter Academy in Year 7 and 12 commencing September, 2016.

George Salter Academy – Admission Number – 200 (this change will apply to Year 7 in the first instance and every following Year 7 thereafter until September 2017)

Procedures for Admission into Year 7

The Admissions Authority for George Salter Academy is the Governing Body. The Governing Body will comply with the national co-ordinated admissions scheme for Sandwell which requires all parents to complete a preference form provided by the LA. In completing this form George Salter Academy must be chosen as one of the 6 preferences on the LA form.

To apply for George Salter Academy parents of prospective students will be required to complete a registration form. Students wishing to be considered for a place based on aptitude for performing arts must indicate this on the George Salter registration form. If the application is not successful based on performing arts aptitude the application will then be automatically considered using the remaining criteria. Parents should be aware that a registration form must be returned to George Salter Academy, Davey road, West Bromwich, West Midlands, B70 9UW by Saturday 31st October, 2015.

The Academy will liaise with Sandwell Local Authority and other neighbouring Local Authorities in line with the national co-ordinated admissions arrangements during the process.

The Governing Body of George Salter Academy will use norm referenced banding to achieve an intake representative of the ability profile of applicants.

All applicants will be tested using an NFER non-verbal reasoning test and placed into 5 equal bands with the same number of places in each band. All children will be placed in one of the bands and an equal number of children will be taken from each. No child can fail this test. The assessment will last 1 hour. Parents will be given information on the dates of the test during September of that year. Any student not sitting the test at all will be considered for a place but only **after** all students who did attend testing have been considered.

Once a test has been attended the students will be placed into 5 equal sized bands, totalling 180 places; 20 places are allocated through the aptitude process detailed overleaf.

Where fewer than 200 applications are received George Salter Academy will offer places to all those who applied.

Where the number of applications for admission is greater than the published number applications will be considered against the criteria below:

Within each band priority for places will be allocated to:

- i) Students with Education, Health & Care Plans where George Salter Academy is named on the Plan.
- ii) Children in Public Care or previously on the Looked after Register. (LAC)

- iii) Thereafter, on the basis of distance between their home address and the main entrance to George Salter Academy.

From April 2015 the main entrance will be located on Davey Road, not Claypit Lane, as per the building works being undertaken at the Academy.

The Academy will, if necessary, exceed the admission number to prevent separation of twins or children from multiple births.

Aptitude places

George Salter Academy admits a total of 20 applicants (10% of the total number of places) with an aptitude for Performing Arts.*

*The word aptitude means a gift or talent. It denotes a potential or propensity to develop an ability given appropriate teaching or preparation. In other words, aptitude plus preparation equals future ability.

Forms received after the closing date

Preference forms received after the closing date will be considered where the Governing Body identifies that exceptional circumstances apply.

Preference forms received after places have been offered will be kept on file and form the basis of the 'Applications to transfer to year 7'. Those who are offered a place at the Academy will be informed on 1st March of that year by the home LA.

Those not offered admission will be informed on 1st March of that year and will have been offered a place at an alternative school by the home LA.

Arrangements for Appeals Panels

Parents will have the right of appeal to an independent Appeals Panel if they are dissatisfied with an admission decision.

The appeal panel will be independent of the Academy. The arrangements for appeals will be in line with the Code on School Admissions Appeals published by the Department for Education. The determination of the Appeals Panel will be made in accordance with the Code on School Admissions Appeals and is binding on all parties.

Waiting Lists

Subject to any provisions regarding waiting lists in the LA's co-ordinated admissions scheme the Academy will operate a waiting list. Where, in any year the Academy receives more applications for places than there are places available a waiting list will operate until the end of the first term of the school year. Lists are updated every term. This will be maintained by the Academy and it will be open to any parent to

ask for his her child's name to be placed on the waiting list following an unsuccessful application.

Children's positions on waiting lists will be determined solely in accordance with the oversubscription criteria set out above. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. Banding will apply to the waiting list.

Timetable for Admissions

September 2015	Local Authority Preference forms available.
31st October 2015	Deadline for return of application form to the Academy and Preference form to the Local Authority.
Saturday/Sunday November 2015	Student Assessment Sessions take place at Sandwell Academy – Date to be published
1 March 2016	Parents notified of result of applications
15 March 2016	Deadline for the return of acceptance forms
15 March 2016	Final deadline for submission of appeals against decisions
May 2016	Appeals considered.

In-year admission procedures

Subject to any provisions in the LA's Co-ordinated admission arrangements relating to applications submitted for years other than the normal year of entry, the Academy must consider all such applications and, if the year group applied for has a place available, admit the child. If more applications are received than there are places available, the oversubscription criteria shall apply. Parents whose application is turned down are entitled to an appeal.

Arrangements for admission to post-16 provision

There are 300 places available, including students entering the Academy for the first time in Year 12 (i.e. have not attended George Salter Academy in Yr 11)

Where the number of applications for admission is greater than the published number, applications will be considered against the criteria below.

- i) Applications from students who have attended George Salter Academy in Year 11, and are looked after children or previously looked after children who meet the course entry requirements and have adhered to the Academy's Behaviour Policy
- ii) Applications from students who have attended George Salter Academy in Year 11, who meet the course entry requirements and have adhered to the Academy's Behaviour Policy

- iii) Applications from external applicants for level 3 courses, who have achieved 5 A*-C including English and Maths, including looked after children or previously looked after children

Parents will have the right of appeal to an independent Appeals Panel if they are dissatisfied with an admission decision.

Timetable for Post 16 Admissions

October 2015	Post 16 Application forms available on the Academy web site.
31 st January 2016	Deadline for return of application form to the Academy
August 2016	Deadline for the return of acceptance forms and for submission of appeals against decisions