

**DARRICK WOOD SCHOOL**  
**ADMISSION ARRANGEMENTS FOR THE ACADEMIC YEAR 2018-2019**

The Governing Body of Darrick Wood School has determined the admissions criteria and arrangements for 2018-2019 as follows:

**1. Admission to Year 7**

1.1 In September 2018, Darrick Wood School will admit 240 pupils into Year 7.

The published admission number is inclusive of students with a statement of special educational needs that are admitted to the school pursuant to the school being named in part 4 of their statement.

1.2 In the event of over-subscription, the following criteria will apply in priority order:

- (i) Looked After Children (Children in Public Care)
  - a) A looked after child is a child who is in the care of a local authority or being provided with accommodation by a local authority in the exercise of their social services functions. These children must still be “looked after” when the child starts school unless (b) applies
  - b) Or a child who was previously looked after and immediately after being looked after became subject to an adoption, residence or special guardianship order

(ii) Siblings of pupils in school at the time of proposed entry.

Sibling - in this context, is defined as a full brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner, and in every case the child should be living in the same family unit at the same address. Sibling applications will only be accepted for siblings of pupils in Years 7 to 10; siblings of pupils in Year 11 whose parents have confirmed their commitment to the pupil continuing into Year 12 (written confirmation will be required) and siblings of Year 12 pupils who are attending a 2 year course. However, Siblings of Year 13 students will not be accepted. A “Parent” is any person who has parental responsibility or care of the child and documentary evidence of residence of the sibling will be required. However this sibling rule does not apply to siblings of pupils in the Deaf Centre.

(iii) Children of Staff at the School

Darrick Wood may give priority in the oversubscription criteria to children of staff directly employed by the School in either or both of the following circumstances:

- a) Where the member of staff has been employed at the School for two of more years at the time at which the application for admission to the School is made, and/or
- b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

(iv) Proximity

Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerized measuring system, that identifies the unique national grid reference (Easting and Northing) for the property, with those living closer to the school receiving the higher priority. The furthest distance reached is checked to confirm it is unique. Where the next applicant measures the same the system will go to further decimal places within a measurement to qualify who is nearer. Where applications are received from flats that have the same "easting and northing" measurements, places will be allocated by door number; the lower the number the higher the priority 'Home' being where the child normally resides as their only or principal residence. Addresses involved in child minding (professional or relatives) are excluded. "Home" being where the child normally resides as their only or principal residence. Addresses involved in child minding (professional or relatives) will not be considered. Parents will be asked to provide documentary evidence to confirm an address and parental responsibility. Change of parental responsibility, unless exceptional circumstances through a court order, will not be accepted during the coordinated admission process. It is expected that the applicant and pupil will still be resident at the same address when the child starts school unless exceptional circumstances apply. Parents will be asked to provide documentary evidence to confirm an address and parental responsibility.

- 1.3 The School will comply with locally agreed application procedures and timetables. Applications should be made in writing using the Common Application Form.
- 1.4 Any child not offered a place will be placed on the waiting list and will have the statutory right of appeal. Waiting lists will be maintained in the order of the published admissions criteria. Those wishing to appeal should register their intention to do so by sending a letter, addressed to the Chairman of Governors within 14 days of being informed that their child has not been allocated a place.

**2. Admission to Year 12**

The School will make available sufficient places in Year 12 to allow the transfer of all Year 11 students who meet the published entry criteria for the courses they wish to study. The School will in addition offer a minimum of ten places to external applicants who must meet the same published entry criteria for the courses they wish to study. Students not offered a place will have the statutory right of appeal. Places will be allocated in the following priority order:

- (i) Looked after and former looked after young people who meet the published criteria (see definitions in admission criteria for Year 7).
- (ii) Students transferring from Year 11 at Year 2018 who meet the published criteria.
- (iii) External applicants who meet the published criteria.

**3. In-year Year 8-11 Admissions**

Whenever an application is received for a student to join a year group at a time other than when joining Year 7, the School will, in the event of over subscription, consider each case in the light of genuine need. Any student not offered a place will be placed on the waiting list. Parents have a statutory right of appeal.

Children directed via Fair Access Protocol will take precedence over any child already on the School waiting list and this includes admitting children over the published admissions number.

**4. Falsifying information**

Falsifying information to gain advantage in obtaining a school place will lead to the withdrawal of the offer of a place. If it is found that a place has been achieved by falsifying information, any further siblings will not be considered.