

# Rainham School for Girls

## Oversubscription criteria: 2016

### Oversubscription

If the number of preferences for the school, in any year, is more than the number of places available, places will be allocated in the following priority order:

- a) children in public care, and those who have been in care and have been subsequently adopted or have been made subject of a residence order or special guardianship
- b) children who at the time of application have a sibling (including children living as siblings in the same family unit) on the roll of the school and who will be on roll at the time of the sibling's admission, or were on roll in the preceding five years
- c) child's health reasons. Medical evidence must be provided which demonstrates a specific health reason which requires the child to attend the preferred school.
- d) children of a member of staff working at this school for 2 or more years at time of application for admission, or appointed to a skill shortage subject
- e) Residence in an access area (please see appendix 1 or Medway Council's Admission to Secondary School booklet for details of our access area)
- f) Nearness of student's home. The distance calculated is the shortest available safe walking route between the child's home and the school using roads and footpaths known to the mapping layer used by Medway Council Student Services – Admissions within the Geographical Information Software (GIS). Please see Medway Council booklet for further details about how the distance is measured.

**Tiebreaker** – In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place. Parents/Carers who wish their applications to be considered under oversubscription criteria (a), (b), (c) or (d) may need to provide further information to support this. For casual admission applications, details can be added onto the application form in the spaces provided. In all cases, additional documentation should be provided to the school to support consideration under these oversubscription criteria, where appropriate. Please note that information provided will only be used if there are more applications than spaces available and it is necessary to apply our oversubscription criteria.

### Appeals Process

Any child not offered a place has the statutory right of appeal to an Independent Appeal Panel. The Independent Appeal Panel will be determined by the Governing Body on an annual basis and will, usually, consist of two lay members and one person from the community, independent of the School.

The decision of the Independent Appeal Panel will be binding on the Governors and the parents. Full details of the Appeals process are available from the Clerk to the Independent Appeal Panel.

Parents wishing to make an appeal should contact the school to request a Registration and Appeal Form.

### **Waiting list**

Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme, the Academy will operate a waiting list for each year group.

A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above. Where places become vacant students on the waiting list will be contacted in accordance with the oversubscription criteria.

### **Fair Access**

Children directed via the Fair Access Protocol and agreed by the Headteacher, will take precedence over any child already on a waiting list, and this includes admitting children over the published admission number. See Medway's current Fair Access Protocol agreement for more details on this process.

### **Admission of Students with disabilities**

As far as possible the school will ensure that students with disabilities have access to the same opportunities as other students. The school does not have specific facilities for students with disabilities.

All of the main teaching rooms have easy access on ground level and disabled toilets are situated in the main block, Learning Resources Centre, Lower School block and the Creative Arts Block. There is no lift access to the upper floors of the main block, lower school block or English Block. It is expected that all students will take a full part in the everyday activities of the school. The Special Educational Needs Co-ordinator will put into place additional adult supervision and support required to enable every student to have the opportunity to take advantage of outside visits and field trips, where possible. Timetabling adjustments can be arranged if necessary to ensure full access to the curriculum.

### **Children from Overseas**

Children entering the country for the first time will need to provide proof of British Citizenship, EEA nationality or appropriate leave to remain in the UK. This will ideally need to be included with the application for admission.

### **Arrangements to visit**

The school holds open sessions in the Autumn for Year 6 girls and their parents. There is a further Open Evening in November for Year 11 students and their parents who are choosing sixth form courses. Individual visits are by appointment only.

Students wanting to apply for other year groups are encouraged to contact the school to arrange a tour.