

# The Robert Napier School

## Oversubscription criteria: 2016

### Oversubscription Criteria

If the number of applications for admission to the school received via the Medway coordinated scheme is greater than the published admission number, applications will be considered against the criteria set out below.

a. Children in public care, or previously looked after

b. Current family association (i.e. elder brother or sister in the school at time of application who will still be attending when the applicant child is admitted. This means:

- A natural brother or sister (including adopted siblings)
- Step brother or sister
- Foster brother or sister
- Those who live as brother or sister in the same house

c. Siblings from children attending any other school belonging to the Trust.

d. Children of staff (where the member of staff has been employed for three years or more within the Fort Pitt Grammar Academy Trust at the time at which the application for admission to the school is made and/or where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage).

d. Nearness of children's home/distance to The Robert Napier School. Applicants are prioritised in order of nearness to the school. The distance calculated is the shortest available safe walking route known to the geographical information software (GIS) used by the Student Services Admissions Team. This geographical information software may not know all footpaths that are in existence, and certain new roads may not be known. Where a footpath or new road is not known to the software, an alternative route will be used. Where a child's home is situated on a new road, the distance calculated will begin from the nearest available known road plotted in the software. New developments may be subject to this. In certain cases, it may not be possible to calculate a distance where the entire route is deemed as a walking route. In these circumstances, the distance calculated is used purely to prioritise an application for admission. There is no expectation that the walk should be taken.

**Tiebreaker** – in the event of a tie within any criterion a-d (i.e. if two or more children have the same priority in any criterion), places will be allocated firstly to those living closest to the school, and then if there is a tie for this, random allocation supervised by an independent authority.

Students who have not taken the banding test (apart from children in care and statemented students who must always be given priority) will be considered after children who have sat the banding test. They will be prioritised on the basis of criteria a to e above.

The Trustees will establish an Independent Statutory Appeal Panel to hear appeals against non-admission.

### **Waiting Lists**

A waiting list will be maintained for one term in year 7. The Trustees will be advised by the Admissions Team of the LEA in the first instance, who will co-ordinate the waiting list for a fixed period of time, and in accordance with the published over-subscription criteria of the

school. This will then be maintained by the school for the remainder of the time. Each additional name added to the waiting list will cause the list to be re-ranked.

### **Procedure for Admissions into Years 8 – 11**

All applications for admissions for students in Year 8 – 11 will be referred to Medway LEA admissions office. Students will be admitted if there is a vacant place in the relevant year group.

### **Oversubscription Criteria for Year 8 and Above**

1) Children in 'Public Care'.

2) Those with siblings on roll at the time of application, living in the same household.

'sibling means brother or sister, step brother or sister, foster brother or sister and those who live as brother or sister'.

3) Nearness to Robert Napier School. Nearness is the shortest available walking route

along which a child, accompanied as necessary, can walk with reasonable safety to the school's main reception. It is measured using Medway Council's Geographical Information System.

### **Procedure for Admissions into Year 12**

In addition to students applying for sixth form places from Year 11, up to 30 students may be admitted for the first time up to the Planned Admission Number, providing the following criteria are met:-

a) Advanced Level Courses: The minimum entry requirements of 5 GCSE grades A\*-C (or the equivalent) are met. Offers of places will remain conditional until actual results are verified. Course entry requirements for specific advanced courses are published in the Sixth Form Prospectus.

b) Intermediate Level Courses: The minimum entry requirement of 5 GCSE grades A\*-E including English and maths (or the equivalent) are met.

Note: Looked after Children and previously Looked after Children have priority for admission to the sixth form.

### **Oversubscription Criteria**

The oversubscription criteria for students in Year 8 and above will also be applied for Year 12 students. Where there is a tie break situation (e.g. Students living the same distance\* away from the school), the place will be offered by random selection, conducted by an independent authority.

Admissions are subject to a vacancy existing on the course for which the student is applying.