



## The Nobel School - Admissions statement 2018

*The published admission number for Nobel school is 240 students each year.*

In January 2017, The Nobel School became a foundation school. As part of this change of status, the school has taken a greater role in the admissions process. Currently, the various different stages of the admissions process are handled in the following ways:

- Transition from primary (KS2) to secondary (KS3) and all administration of the application, allocation into Year 7 and all appeals are arranged by the Local Authority in accordance with the 'Schools Admissions Code';
- In-year admissions for years 7-11 are dealt with by the school in accordance with the 'Schools Admissions Code';
- Transition from Year 11 into the 6<sup>th</sup> Form is also dealt with by the school in accordance with the 'Schools Admissions Code'.

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a Statement of special educational needs, or a child with an EHC (Education, Health and Care) Plan that names the school.

If the school has more vacancies than applications, a child will be offered a place. If the school has more applications than places available, the admission rules are used to decide the order that applicants are offered places.

**Rule 1: children looked after** Children looked after and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order).

**Rule 2: medical or social** Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.

**Rule 3: sibling** Children who have a sibling at the school at the time of application, unless the sibling is in the last year of the normal age-range of the school.

**Rule 4: in priority area, child's nearest school** Children who live in the priority area for whom Nobel is their nearest Hertfordshire maintained school or academy that is non-faith, co-educational and non-partially selective.

*Currently the priority area is defined as: Aston, Benington, Datchworth, Graveley, Great Ashby, Knebworth, Stevenage and Walkern.*

**Rule 5: in priority area, living closest to school** Children who live in the priority area who live closest to the school.

**Rule 6: outside priority area, living closest to school** Children living outside the priority area on the basis of distance, with those living closest to the school given priority.

*Tiebreaks:*

Admission rules are applied in the order listed above. If more children qualify for a school place under a particular rule than there are places available, a tiebreak will be used. That means the next rule will be applied to those children. A tiebreak will also be used if 2 applications have addresses that measure the same distance from a school.

For example, if 2 applications had identical home to school distance measurements, a random tiebreak would be used to decide which applicant is offered a place.

**Fair Access**

The school participates in the Hertfordshire County Council's Fair Access Protocol and will admit children under this protocol before those on continuing interest, and over the Published Admission Number (PAN) if required.

**Admission arrangements for entry into Year 7 in September 2018**

To apply for a place at The Nobel School, you must complete the Hertfordshire Council's **Secondary Transfer Form**. The School participates in the Local Authority Co-ordinated Admissions Scheme.

Application information is available from the Local Authority and applications can be made online at [www.hertfordshire.gov.uk/admissions](http://www.hertfordshire.gov.uk/admissions). An application for a place at Nobel will not be accepted unless the Secondary Transfer Form is returned to the address stated on the form by the date specified. The school does not have an additional Supplementary Information Form.

**Confirmation of acceptance**

Parents must confirm their acceptance of the offer of a place within two weeks. After this time the place can be withdrawn.

The rules and arrangements that are applied by the local authority on our behalf for over subscription are also detailed in the section below for in year admissions.

**Appeals**

Parents wishing to appeal who applied through Hertfordshire's online system should log in to their online application and click on the link "register an appeal". Out of county residents and paper applicants should call the Customer Service Centre on 0300 123 4043 to request their registration details, log into [www.hertfordshire.gov.uk/schoolappeals](http://www.hertfordshire.gov.uk/schoolappeals) and click on the link "log into the appeals system".

Parents wishing to appeal for an in-year application, we will write to you with the outcome of your application and, if you have been unsuccessful, the county council will write to you with registration details to enable you to login and appeal online at [www.hertfordshire.gov.uk/schoolappeals](http://www.hertfordshire.gov.uk/schoolappeals)

**In-year admissions**

The same rules as mentioned above apply for all in-year admissions. To apply for a place please contact the school to request an application form.

*Continuing interest (CI):*

The Nobel School will keep a continuing interest list (a waiting list) for all year groups and when places become available it will allocate places based on the published criteria.

A child's position on a continuing interest list will be determined by the admission rules outlined below. A child's place on the list can change as other children join or leave it. The school will contact parents or carers if a vacancy becomes available and it can be offered to a child.

Continuing interest lists are kept for every year group until the end of the summer term, at which point the school writes to ask parents to confirm their continuing interest

#### *Process of In-year Admission:*

Once a place has been offered, the pack, Appendix 2 is completed by parents and the family invited to an admissions meeting with the relevant Head of Year. The family will meet the Student Support Officer, agree timetables and start dates. The date of starting is determined by the time taken for families to complete the relevant paperwork, securing uniform and, where a family is moving into the area, fixed moving dates.

On arrival at school for the first day of education, the SEND and pastoral staff administer academic tests to support the correct placement of students into teaching groups.

## **EXPLANATORY NOTES**

*(The same rules apply for admission into year 7 and In-Year admissions)*

### **Rule 1**

Children in public care (children looked after): Places are allocated to children in public care according to Part 3 of the School Admissions (Admission Arrangements) (England) Regulations 2008. These children will be prioritised under Rule 1.

Highest priority will also be given to children who were looked after, but ceased to be so because they were adopted, or became subject to a residence order or a special guardianship order. A "child looked after" 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 (section 22(1) of The Children Act 1989)
- Adopted - under the terms of the Adoption and Children Act 2002 (section 46)
- Residence Order - under the terms of the Children Act 1989, section 8 defines a residence order as an order settling the arrangements to be made as to the person with whom the child is to live
- Special guardianship order - under 14A of The Children Act 1989, an order appointing one or more individuals to be a child's special guardian(s). Children in the process of being placed for adoption are classified by law as children looked after providing there is a Placement Order and the application would be prioritised under Rule 1.

Children who were not "looked after" immediately before being adopted, or made the subject of a residence order or special guardianship order, or who were adopted prior to the enactment of the 2002 Act, will not be prioritised under Rule 1. Applications made for these children, with suitable supporting professional evidence, can be considered under Rule 2

### **Rule 2**

Medical or social: Applications under Rule 2 will only be considered:

1. at the time of the initial application, unless there has been a significant and exceptional change of circumstances within the family since the initial application was submitted

2. when supported by a recent letter from a professional involved with the child or family, for example, a doctor, psychologist or police officer.

A panel of officers will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. Few applications under Rule 2 are agreed. All applications are considered individually but should include the following:

- Specific recent professional evidence that justifies why only The Nobel School can meet the child's and family's individual needs
- Professional evidence that outlines exceptional family circumstances making clear why only The Nobel School can meet the child's needs
- If the requested school is not the nearest school to the child's home address, clear reasons why the nearest school is not appropriate
- For medical cases – a clear explanation of why the child's severity of illness or disability makes attendance at Nobel essential.

### **Rule 3**

**Sibling:** A sibling means the sister, brother, half brother or sister, adopted brother or sister, or child of the parent/carer or partner, and in every case living in the same house from Monday to Friday. Where a place is obtained and the child admitted to the school and it is subsequently identified that this place was gained fraudulently, there will be no sibling connection available to subsequent children from that family.

**Rule 4:** Children who live in the priority area for whom it is their nearest\* Hertfordshire maintained school or academy that is non-faith, co-educational and non-partially selective.

*Note: Non-partially selective means that the school does not offer any places based on academic ability.*

**Rule 5:** Children who live in the priority area who live nearest to the school.

**Rule 6:** Children living outside the priority area on the basis of distance, with those living nearest to the school given priority.

These rules are applied in the order they are printed above. If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children.

### **Tie break**

When there is a need for a tie break where two different addresses are the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random. Every child entered onto the HCC admissions database has an individual random number assigned, between 1 and 1 million, against each preference school. When there is a need for a final tie break the random number is used to allocate the place, with the lowest number given priority.

### **Multiple births**

The Governing Body will admit over the school's published admission number when a single twin/multiple birth child is allocated the last place at a school. Where we are not the admitting authority we would request the school take in the subsequent child(ren) in line with the school's own admission arrangements.

## **Home address**

The address provided must be the child's current permanent address at the time of application. 'At the time of application' means the closing date for applications. "Permanent" means that the child has lived at that address for at least a year and/or the family own the property or have a tenancy agreement for a minimum of 12months.

## **Fraudulent applications**

The Governing Body will do as much as possible to prevent applications being made from fraudulent addresses.

Address evidence is frequently requested, monitored and checked and school places will be withdrawn when false information is deliberately provided. The Governing Body will take action in the following circumstances:

- When a child's application address does not match the address of that child at their current school;
- When a child lives at a different address to the applicant;
- When the applicant does not have parental responsibility;
- When a family move shortly after the closing date of applications when one or more of the following applies:
  - The family has moved to a property from which their application was less likely to be successful;
  - The family has returned to an existing property;
  - The family lived in rented accommodation for a short period of time (anything less than a year) over the application period;
  - Council tax information shows a different residence at the time of application.
- When a child starts at the allocated school and their address is different from the address used at the time of application.

## **Home to school distance measurement for purposes of admissions**

Distances are measured using a computerised mapping system. The measurement is taken from the AddressBase Premium address point of your child's house to the address point of the school. AddressBase Premium data is a nationally recognised method of identifying the location of schools and individual residences.

***The same rules apply for admission into year 7 and In-Year admissions***