SAFFRON WALDEN COUNTY HIGH SCHOOL
ADMISSIONS POLICY FOR SEPTEMBER 2020

1. ADMISSIONS; YEAR 7 INTAKE, SEPTEMBER 2020

Number of pupils at December 2018: 2103

A. Saffron Walden County High School has Academy status and provides for the needs of pupils within the 11-18 age range.

B. The Saffron Academy Trust (SAT) is the school’s Admissions’ authority.

C. Pupils are admitted at age 11+ without reference to ability or aptitude.

D. The school publishes and circulates by October each year a prospectus which relates to admissions at 11+ the following September. This prospectus incorporates information required by law.

E. Applications must be made in accordance with the co-ordinated scheme operated by the child’s home Local Authority (LA). For children resident in Essex this is detailed in the Secondary Education in Essex booklet.

F. Applications must be made by the national closing date detailed in the Secondary Education in Essex booklet which is available from the Local Authority. Late applications will be dealt with as detailed in this booklet for children resident in Essex. Children resident outside of Essex should refer to the process for handling late applications published by their home Local Authority.

G. The LA will write to all parents on the annual national offer date offering a place at the allocated school.

H. The published admission number is 300 pupils in the Year 7 cohort commencing September 1st 2020, and into the Year 7 cohort in subsequent years. By the end of December 2018, 494 applications had been received for Year 7 entry in September 2019.

I. In the event of oversubscription, places will be allocated using the following criteria in the order given:

   1. Children in the care of a Local Authority (“Looked after children”) and previously looked after children (see note 1).

   2. Pupils with siblings (as defined by the LA in the Secondary Education in Essex booklet) currently attending the school in Years 7-12 on the closing date published in the Secondary Education in Essex booklet who live in the priority admission area (PAA) for the school (see I (5), below, for the definition of the school’s PAA).

   3. Pupils with siblings (as defined by the LA in the Secondary Education in Essex booklet) currently attending the school in Years 7-12 on the closing date published in the Secondary Education in Essex booklet who live outside the priority admission area (PAA) for the school, where the sibling (or siblings) was admitted to the school on or before 31/8/2018 (see I (5), below, for the definition of the school’s PAA).

   4. The children of permanent members of the teaching and support staff employed at SWCHS: a) where the member of staff has been employed at the school for two or more years at the time when 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.

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5. Pupils who live (see note 2) in the priority admission area for the school, which constitutes the following parishes: Ashdon, Great Chesterford, Great Sampford, Hadstock, Hempstead, Littlebury, Little Chesterford, Little Sampford, Radwinter, Saffron Walden (including Little Walden), Seward End, Strethall, Wendens Ambo.

6. Other pupils with siblings (as defined by the LA in the Secondary Education in Essex booklet) currently attending the school in Years 7-12 on the closing date published in the Secondary Education in Essex booklet who live outside the priority admission area (PAA) for the school (see I (5), above, for the definition of the school's PAA), where the sibling (or siblings) was admitted to the school after 31/8/2018.

7. Pupils whose home address (see note 2) makes Saffron Walden County High School the nearest secondary school, with distance determined by straight line measurement.

8. Pupils, not qualifying under I(1) to (7) above, attending maintained primary schools situated in any of the parishes listed under I(5). A list of the maintained primary schools is available from the school office.

9. Other applicants.

Special Cases

(i) Children whose statements of Special Education Needs or Education, Health and Care Plan name the school will be admitted.

J. In the event of oversubscription within any of the above criteria, priority will be determined by distance from home to school, those living closest being given the highest priority. Distances are calculated by the Local Authority, as defined in the Secondary Education in Essex booklet, by use of a Geographical Information System which accurately measures the distance from the home address to the school.

K. The Saffron Academy Trust will admit pupils who are of secondary age becoming resident at a home address (see note 2) in the area defined in I(5) above after the date referred to in (F) above, if the number of pupils holding or accepting places in the year group is less than 300.

L. A waiting list will be kept by Essex County Council until the end of the first week of the autumn term, and thereafter by the school, until at least the end of the first term.

2. ADMISSIONS; EXISTING YEAR GROUPS

For applications into existing year groups, a place will be offered when the number of pupils in the relevant year group is below the admission number for that year group.

3. ADMISSIONS; POST-16

(i) No student will be admitted to the school post-16 unless academic requirements, set out annually in the school’s Sixth Form prospectus, have been met and there are places available on chosen courses.

(ii) The number of sufficiently qualified external applicants which it is intended to admit in each year is 100.

(iii) In the event of the number of such applicants exceeding 100, preference will be given to those best suited academically to their chosen courses, using predicted GCSE grades as the indicator.
Any provisional offers made on this basis will be confirmed to those whose actual GCSE grades meet the requirements referred to in (i) above.

**Notes:**

(1) Definition of Looked After Children: A ‘looked after child’ or a child who was previously looked after but immediately after being looked after ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order will be given first priority in the oversubscription criteria, ahead of all other applicants, in accordance with the School Admissions Code 2014. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (as defined in Section 22(1) of the Children Act 1989).

(2) The Saffron Academy Trust reserves the right to seek verification of the stated home address

As required by the law, parents have the right of appeal against any refusal to admit.

Please see [www.essex.gov.uk/admissions](http://www.essex.gov.uk/admissions) for more information on how to appeal. Appeals should be lodged within twenty school days of the date on the letter confirming refusal.

Appeals will be heard by an independent appeal panel convened by the LA.