



COOMBE WOOD SCHOOL

Admission Arrangements for 2018

Introductory Statement

Coombe Wood School is a secondary 11-18 comprehensive Free School with a sports specialism. The School will engender a healthy and active lifestyle whilst preparing students for university or higher apprenticeships. The sporting ethos of the School is not just limited to the sports curriculum and sporting facilities, it will be embedded throughout the curriculum in all areas of the school. It will also offer a traditional academic curriculum. The majority of courses in the Sixth Form will be A level courses but a vocational course will also be offered.

Admission Number

The School has an admission number of 180 for entry in Year 7 in 2018.

The School will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the School to all those who have applied.

Application process

The School will process applications outside the normal local authority process for co-ordinating school offers. This means you will need to complete your LA common application form for your other choices of school in addition to a separate application for this school.

Applications for this school should be sent to The Admissions Officer at the following address: Coombe Wood School, c/o Folio Education Trust, Croydon Road, SM6 7PH or admissions@cws-croydon.co.uk

The closing date for applications is 31/10/2017.

Offers will be made on 01/03/2018. If we have not entered into a funding agreement with the Secretary of State opening the School by that date, they will be conditional offers and will be confirmed once we have a signed funding agreement.

The application form can be obtained from www.cws-croydon.co.uk

If there are fewer applications applicants than places then all applicants will receive a place.

Oversubscription criteria

Only when the School is oversubscribed, after the admission of pupils with an Education, Health and Care Plan (EHCP) or a Statement of Special Educational Needs naming the School, a total 90% of places, including pupils with ECHP, will be allocated using the following four criteria in the order set out below with 10% reserved for sporting aptitude tests.

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.

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 (see the definition in Section 22(1) of the Children Act 1989).

2. Priority will next be given to children attending the following feeder schools:

Park Hill Junior School, CR0 5NS – up to 54 pupils for entry in September 2018
St. Peter's Primary School, CR2 7AR – up to 36 pupils for entry in September 2018

These feeder schools are the primary schools that are closest to the proposed site for Coombe Wood School. The Trust works to ensure that there is progression for pupils from these local schools into the 'secondary' phase of their education and so has decided to employ a feeder concept. Park Hill Junior School and St. Peter's Primary School are both collaborative partner schools within the Multi Academy Trust known as Folio Education Trust and of which Coombe Wood School is a part. The number of students admitted to Coombe Wood School is proportionate to the size of the feeder school. If the number of applications exceeds the number of places allocated to the feeder school, the places offered to students from each feeder school will be decided by random allocation.

3. Priority will next be given to the siblings of pupils attending the School at the time the application is received.

As 2018 is the first year of admissions to the School, this criterion refers to siblings of children who have been admitted under criteria 1 to 4.

See Notes for definition of Sibling.

4. Other children living closest to the School will be given priority for admission. The measurement will be taken using a computerised measuring system in a straight line from the home address to the main entrance of the proposed site of Coombe Wood School on Melville Avenue/Coombe Road, Croydon. Those living nearer to the proposed site of Coombe Wood School will be given a higher priority. In the event of a tie based on distance from the School, random allocation undertaken by the local authority will be used as a tie-break to decide who will be admitted.
5. Up to 10% of the Published Admission Number (180) will be allocated to children who have demonstrated an aptitude in our specialist subject area of Sport.

Tie-break

If a tie-break is necessary to determine which child is admitted, the child living closest to the School will be given priority for admission. The measurement will be taken using a computerised measuring system in a straight line from the home address to the main entrance of the proposed site of Coombe Wood School on Melville Avenue/Coombe Road, Croydon.

Those living nearer to the proposed site of Coombe Wood School will be given a higher priority. In the event of a tie based on distance from the School, random allocation undertaken by the local authority will be used as a tie-break to decide who will be admitted.

See Notes for definition of Home Address.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. We will admit them all and exceed our PAN.

Sporting Aptitude Places

Parents/carers will need to indicate on the Application Form that they wish their children to be considered for one of these places and in addition they will need to submit a Sporting Aptitude application form.

Sporting Aptitude tests will be held on Tuesday, 10 October 2017 with a reserve date of Tuesday, 17 October 2017, and parents will be informed of the result of the test before the closing date for applications which is 31 October 2017; so those wishing their children to be considered for a sporting aptitude place should submit their application form and the Sporting Aptitude application form earlier, by midday on Friday, 22 September 2017. Details of the test are set out at the end of this policy.

Children not demonstrating sporting aptitude will be considered under our other oversubscription criteria applied in order, for a place.

An aptitude assessment in sport will identify children who will score highest in a practical Health Related Fitness assessment. This assessment will be administered on behalf of Folio Education Trust by an external provider.

In the event of a tie based on sporting aptitude, those living nearer to the School will be given the higher priority according to the tie-break definition.

If following the sporting aptitude assessment the Trust cannot fill 10% of the PAN with children who demonstrate a sporting aptitude then any unfilled places will be allocated using oversubscription criteria 1 - 4.

Late applications

All applications received by the School after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the School is oversubscribed, parents may request that their child is placed on the School's waiting list.

The School will accept late applications as 'on-time' only if they are late for a good reason, deciding each case on its own merits. Examples of what will be considered as 'good reason' include when a single parent has been ill for some time, or has been dealing with the death of a close relative; a family who has just moved into the area or is returning from abroad (proof of ownership or tenancy of a property will be required in these cases). Other circumstances will be considered and each case decided on its own merits and it is expected that all requests of this nature will be supported with evidence from someone independent of the applicant.

The latest date that an application, that is late for good reason, can be accepted will be 10 December 2017.

Applications which are late for no good reason and those that are received after 10 December 2018 will not be considered in the initial allocation round but will be considered after all on-time preferences have been processed.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested. Parents should consider submitting information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The Admissions Committee of Folio Education Trust will inform the parent(s) of the decision.

When such a request is made, the Academy Trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the Headteacher and any supporting evidence provided by the parent.

Waiting lists

The School will operate a waiting list. Where the School receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. This will be maintained by Folio Education Trust and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact The Admissions Officer at the following address Coombe Wood School, c/o Folio Education Trust, Croydon Road, SM6 7PH by 29/03/2018 for information on how to appeal. Information on the timetable for the appeals process is on our website at www.cws-croydon.co.uk.

Notes

Definitions of terms.

Home address:

The child's home address excludes any business, relative's or childminder's address, and must be the applicant's normal place of residence. If there is a genuine equal share custody arrangement between the two parents, the address that will be used will be the address of the parent who is claiming Child Benefit for the child. All distances will be measured by the computerised Geographical Information System maintained by Folio Education Trust's Admission Team.

Any offer of a place under this criterion is conditional on the child being resident at the address provided. The address to be used for the initial allocation of places to Year 7 will be the child's address at the closing date for application. Changes of address up to the date specified by the Local Authority under the co-ordinated admissions scheme may be considered if there are exceptional reasons behind the change, such as if a family has just moved to the area, or has returned from abroad. Please consult with the Local Authority arrangements online to clarify. The address to be used for waiting lists, after the initial allocation, will be the child's current address. Any offer is conditional upon the child living at the appropriate address on the relevant date. Parents have a responsibility to notify the Local Authority and Coombe Wood School of any change of address.

Sibling:

Sibling means brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or half-sister, a step brother or sister, or the child of the parent/carer's partner, and in every case, who is living as part of the same family unit at the same address, Monday to Friday, at the date of their application for a place.

Sporting Aptitude Test

The sporting aptitude test will be conducted on Tuesday, 10 October 2017, at Wallington County Grammar School, Croydon Road, SM6 7PH, with a reserve date of Tuesday, 17 October 2017. It will be administered on behalf of Folio Education Trust by an external provider. There will be 3 test sessions held during the day and candidates will be invited to attend one of these sessions on the main date. Sufficient sessions will be held on the reserve date. Candidates will be tested for sporting aptitude, which will test sporting potential in areas such as speed, endurance, hand/eye co-ordination, agility. It will not be a test of sporting ability.

Whilst no previous experience in a particular sport is required in order to take the test, it is expected that applicants wishing to apply under this criterion have an interest in sport, and would wish to participate fully in the sporting life of the School should they gain a place.

Applications for the Sporting Aptitude Test must be received by midday on Friday, 22 September 2017.