



CLAREMONT HIGH SCHOOL ACADEMY TRUST

Policy:
Admissions

Legal Status:
Statutory

Updated:
April 2018

Adopted:
May 2018

Next Review:
2019

Responsible SLT:
AHM/THB

EQUAL OPPORTUNITIES

Claremont High School Academy is committed to the promotion of Equal Opportunities for all students and will counter educational disadvantages based on race, gender, class, sexual orientation or disability whilst seeking to develop understanding of and respect for individuals and groups regardless of race, gender, class or disability.

The Local Governing Body will work with the Head of School and SMT to monitor, evaluate and review educational provision and practice in respect of equal opportunities
Arrangements for Admission at Secondary Transfer

The academy operates admissions under the Brent Local Education Authority's scheme for co-ordinated admission to secondary school. Where applications exceed the number of places available (Published Admission Number is 270 in years 7, 8 & 9 and 252 in years 10 and 11) the following criteria in order of priority will be employed for admission.

OVERSUBSCRIPTION CRITERIA

1. Looked After Children or children in public care including children who were in care but have since been adopted or become subject to a residence order or special guardianship order.
2. Children for whom it is essential to be admitted to Claremont High School Academy because of special circumstances to do with significant medical needs, social needs or special educational needs. The recommendation must be received in writing from a consultant at an NHS hospital or equivalent. This criterion relates to the child's

medical, social and special needs and does not include any other member of the child's family. The supporting evidence should set out the particular reasons Claremont High School Academy is the most suitable school and difficulties that would be caused if the child had to attend another school.

3. Those who have a brother(s) and/or sister(s) (including half or stepbrother(s) and sister(s) if residing at the same address) attending Claremont High School Academy at the time of application and on the date of admission. This excludes a brother(s) or a sister(s) of those students who join the academy in Year 12 or Year 13.
4. Those children attending one of the four Academy feeder primary schools; Byron Court, Mount Stewart, Preston Park and Uxendon Manor.
5. Children of members of staff employed for a minimum of two years and/or recruited to fill a vacant post.
6. Up to ten per cent of children will be admitted on the basis of aptitude in music. Each child applying under this criterion will be invited to attend a written musical aptitude assessment at the school.
7. Other Children

Music Assessment

The duration of this assessment is approximately forty minutes. There will be sixty questions to include pitch, rhythm, texture and melody.

Each child will be notified in advance of the assessment date and venue. Those unable to attend on this date due to compelling religious, medical or other reasons will be offered one alternative date.

Children who achieve the qualifying mark in the assessment will be invited to an audition to perform a single piece on their chosen instrument or vocally. This will be a free choice of piece, which should last no longer than three minutes. As there is a free choice of instrument and piece, children of all abilities and all cultures will have equal opportunity to succeed. The purpose of the audition is not to assess ability but rather to determine whether the child has the capacity to learn or develop musical skills and benefit from the facilities at the academy.

Those children invited to audition will be given an individual appointment during the academy day.

Tie Breaker

Within each criterion, priority will be given to the applicant who lives closer to the academy. This will be measured in a straight line from the front door of a pupil's permanent address to the academy reception. A random allocator will be used to determine the offer of a place where two or more children are deemed to live the same distance from the academy reception.

Waiting List

In addition to the right of appeal, unsuccessful candidates will be offered the opportunity to be placed on a waiting list, which will be maintained throughout the year, in order of the over-subscription criteria and not in the order in which applications are received. Brent Local Authority's In Year Fair Access Protocol will take precedence over Waiting Lists where applicable.

This means that a child's position on the list can go down as well as up, depending upon the child's circumstances and those of other applicants. The Waiting List will be closed each year and will not roll over. Parents wishing to stay on the Waiting List will be required to submit a request to Brent Council's School Admissions Service.

CASUAL ADMISSION ARRANGEMENTS

When applying for a place in Years 7 to 11 parents/carers should apply to the Local Authority. Proof of the child's permanent residence will be required except where this has already been provided through the Common Application Process.

If you wish to make an application to this school you will need to contact your local council. If you are a Brent resident you need to contact Brent Council's School Admissions Service on 020 8937 3110 or visit www.brent.gov.uk/admissions. All applications will be considered in line with our published admission arrangements. Outcomes of applications will be sent to you by Brent Council on behalf of the Local Governing Body. Unsuccessful applicants will be placed on the waiting list.

Pupils with a Statement of Special Educational Needs and Hard to place Children

The admission of pupils with a Statement of Special Educational Needs (SEN) is dealt with by a completely separate procedure. Details of this separate Procedure is set out in the SEN Code of Practise. At Claremont we are committed to taking vulnerable children who are hard to place and in accordance with locally agreed protocol.

INDEPENDENT APPEALS

Parents/Carers have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the School. This includes pupils refused progression from the School's Year 11 to Year 12.

The arrangements for appeals will be in line with the Code of Practice on School Admission Appeals published by the Department for Children, Schools and Families (DCSF). Parents/Carers wishing to make an appeal should send a completed form to the Clerk of Appeal Panel to the address given on the Appeal form. Parents/Carers will be given 20 days to appeal.

PARENTS WITH SHARED RESPONSIBILITY

Where a child lives with parents with shared responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be

asked to determine their residential address for the purpose of admission to academy. If the residence is not split equally between both parents then the address used will be the address where the child spends the majority of the school week.

ADMISSION ARRANGEMENTS FOR SIXTH FORM

All Claremont Year 11 students who meet the minimum entry requirements are eligible to apply to progress to Year 12 (the sixth form).

Places are initially offered to internal, eligible year 11 students and then to external applicants who meet the minimum entry requirements as published in the Sixth Form prospectus and contingent on the availability of appropriate resources.

The maximum number of external candidates likely to be admitted is 40, although this may be exceeded if demand for available courses can be met.

EXTERNAL APPLICANTS

In the event of all those applying meeting the qualification criteria and the published admissions number being exceeded, the School will apply its Admissions Criteria 1, 2, 3 and 5 (see Admissions Criteria) to determine places offered.

MINIMUM SUBJECT ENTRY REQUIREMENTS 2019

Subject	Minimum Entry criteria
Art & Design	Minimum 6 or equivalent in Art & Design or related Visual Arts subject. If no relevant qualification at this level, students may be considered based on a portfolio of practical work.
Biology	66 in Dual Science (must have minimum 6 in Biology Units) or 6 in Triple Science Biology with Grade 6 in English and Maths
BTEC Applied Science (Level 3)	5 GCSEs 9-4 including Science and Grade 4 in English and Maths
BTEC Business (Level 3)	5 GCSEs 9-4 including Grade 4 in English or Maths
BTEC ICT (Level 3)	5 GCSEs 9-4 including Grade 4 English or Maths
BTEC Sport (Level 3)	5 GCSEs 9-4 including Grade 4 in English or Maths
BTEC Applied Science (Level 2)	3 GCSEs 9-4 including Grade 3 in English or Maths
BTEC Business/Financial Capability (Level 2)	3 GCSEs 9-4 including Grade 3 in English or Maths
BTEC ICT (Level 2)	3 GCSEs 9-4 including Grade 3 in English or Maths
BTEC Health and Social Care (Level 2)	3 GCSEs 9-4 including Grade 3 in English or Maths
Business Studies	5 GCSEs 9-4 including Grade 6 in English and Maths
Chemistry	66 in Dual Science or 6 in Chemistry with 6 in Maths
Computer Science	Grade 6 in computing GCSE or Grade 7 in Maths if not studied at GCSE. Grade 5 in English
Drama and Theatre Studies	Minimum 5 or equivalent in Performing Arts related. Students without a relevant qualification at this level will be required to audition
Economics	5 GCSEs 9-4 including Grade 6 in English and Maths

English Literature	Grade 6 in English Literature and Grade 6 in English Language
French	6 in French at Higher Level
Further Maths	Grade 8 in Maths at Higher level or Grade 7 in Maths and Further Maths GCSE
German	6 in German at Higher Level
Geography	6 in Geography and Grade 6 in English Language
History	6 in History and Grade 6 in English Language
Maths	Grade 7 in Maths at Higher level
Music	6 in Music
Physics	66 in Science (must have 6 in Physics Unit) or 6 in Physics and Grade 7 in Maths Higher level
Psychology	Grade 6 in English Language or English Literature, 6 in Maths and 6 in Science
Religious Education	6 in RE. 6 in any other Humanities. Grade 6 in English Language
Sociology	Grade 6 in English Language and 6 in Humanities

Presented to Governors:

Reviewed by Governors: _____