

Admissions Policy



Formby High School
Determined To Achieve

Formby High School Admissions Policy

Year 7

Sefton Local Authority coordinates school admissions and offers on behalf of all schools in Sefton. As an Academy, Formby High School is its own admission authority and determines its own admissions criteria; however, the School has commissioned Sefton Local Authority, on behalf of the Governors, to administer and apply its admissions criteria for admission to Formby High School. Admission details are included in Sefton Local Authority's annual admissions publications 'Sefton Primary & Secondary Schools Admissions Information 2019-20' and 'Applying for a Primary or Secondary School Place – A Guide for Parents 2019-20' which are published on their website in September. Year 6 parents in Sefton will receive confirmation from Sefton Local Authority via their primary schools when the information has been published.

The school has a Planned Admissions Number (PAN) of 186. In September 2019, the school will admit 186 children aged 11 to Year 7.

After the admission of pupils with an Education, Health and Care Plan where the school is named in the plan, and where there are more applications than places available, the Admissions criteria listed below will be applied in the following order to allocate places:

1. **A 'looked after child'** or a child who was **previously looked after** and ceased to be so because they became subject to an adoption, residence or special guardianship order.
2. **Sibling** - children who have a **brother or sister** living in the same house who already attends the school, as long as they will still be at the school in September 2019. Brothers and sisters include step-children, foster children and half-brothers and sisters, adopted brothers and sisters or children of the parent/carer's partner, living in the same family unit at the same address, who attend Formby High School, as long as they will be at the school in September 2019.
3. **Contributory Primary** - children who, at the start of Spring Term in Year 6, are on the roll of either Freshfield Primary School, Redgate Primary school or Trinity St Peter's CE Primary School.
4. **Children of staff** where the member of staff has been employed at the school for two or more years at the time at which the admission application for 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. Parents/carers must identify this on their application form. Details will be validated by the school.
5. **Named Areas** - other children living in Formby, Hightown or Ince Blundell.
6. **Distance** - other requests that name the school as a preference.

Tie Breaker Clause

If it is not possible to offer places for all applications within any criteria then priority will be given to those living closest to the school measured by the shortest walking distance from the child's home. We will measure from the property's address point to the nearest school gate (using recognised routes known to the Local Authority at the time of measurement).

Application Process

Applications to the school are part of the Coordinated Admissions Arrangements operated by

Sefton Local Authority. Applications for places for Year 7 should be made to Sefton Local Authority using the Preference Form contained within 'Applying for a Primary or Secondary School Place – A Guide for Parents 2019-20' (which is distributed to all parents of children in Year 6 by the primary school and is available on the Sefton Council website: www.sefton.gov.uk/admissions).

Year 12

The school welcomes applications from internal and external applicants to Year 12.

Availability of places in Year 12 depends on the number of students coming forward from within the school. Applications should be made directly to the school. An offer of a place is dependent upon an applicant meeting the entry requirements contained within the Sixth Form prospectus. The prospectus and Application Form are available to download from the school website at www.formbyhighschool.com.

In-Year Admissions to all Year Groups

All those applying for admission outside the normal admission round will be considered in accordance with the same criteria as those applying for entry at the usual time. An application should be submitted to Sefton Local Authority and any parent wishing to make an in-year application should contact Sefton Local Authority Admissions Department by telephone on 0151 934 3590 or by email at iyadmissions@sefton.gov.uk.

In-Year Fair Access Protocols

The Governing Body will admit a child to Formby High School where it is requested by the In Year Fair Access Panel under Fair Access Arrangements (subject to the child successfully completing a trial period), even when admitting such a child would exceed the normal admission number. Where an out of borough application is received by the school, if the child meets any of the Fair Access criteria set out in Sefton Council's Fair Access Protocol, the school will request that the admission is considered under Fair Access Arrangements.

Repeat Applications

There must be a minimum of 12 months between repeat applications unless there has been a significant change in circumstances.

Arrangements for the Independent Appeals Panel

Parents or guardians will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision to Formby High School. The Appeal Panel will be independent of the school. The arrangement for appeals will be in line with the School Admission Appeals Code published by the Department for Education as it applies to Academies. Sefton Local Authority coordinates all admission appeals hearings on behalf of Formby High School and will provide the necessary guidance about how the appeals process works.