



CS02 – Admissions



Last Review Date	November 2017	Next Review Date	November 2018
Leader of Policy Review	Headteacher		
Associated Policies	Access for Disabled Persons, Additional Needs, Charging, Disability Equality, Equal Opportunities, Hearing Support, Racial Equality		

The policy for access to the School is firmly rooted in our overall Equal Opportunities Policy and ethos, and is based on the spirit of equality, justice and individual rights. The school will admit all students whose educational needs can be met from the resources provided to it and whose admission will not significantly detract from the needs of other students. There is no charge for admission to the school.

Details of the application process are contained in Flintshire's 'Guide to Education Services'. The procedures for admission to the School are set out in that document together with the admission number, based upon calculations made in conjunction with the LA. The current admission number is 250.

In the Autumn Term the LA issues to all parents/guardians of children in Year 6 a preference form for secondary education. Parents whose home postcode is nearer to the Alun School than any other high school can automatically select the Alun School as the designated choice, and the form also allows parents to express a preference for the Alun School even if it is not their nearest high school. The School holds an open Evening in the first half of the Autumn Term and part of the information conveyed relates to the application process. Parents are invited to contact the School at any stage during the process if they require further advice.

The following criteria, taken from Flintshire policy statements, are applied in order of priority by the Authority for admissions to all secondary schools:

- a) the LA will consider the needs of a 'looked after child' (child in care) and pupils with a statement of special educational needs which includes a named school.
- b) pupils for whom the preferred school is the nearest appropriate school to the pupil's home address.
- c) where a preference is expressed for a school other than the nearest to a pupil's home address, where an older brother or sister is registered and will still be attending when the younger sibling will be starting, the younger sibling will be admitted to that school. The 'sibling rule' will only be applied for the statutory period of education i.e. between the Years 7-11 to enable the Local Authority to plan the provision of school places. Where an older sibling is continuing to attend the same secondary school for their Post-16 courses, the Authority will look to apply the 'sibling rule' in the case of the younger child. (A sibling is defined as a full, half, step or foster brother or sister living together as one household at the same address and where the elder sibling is of statutory school age will still be registered at the school when the younger child is eligible to attend.)
- d) where a preference has been expressed for a school other than the nearest to a pupil's home address and there is no brother or sister attending that school, pupils will be admitted in order of proximity to that alternative school and up to its Admission Number.

If there are more applicants than places in any of the above categories, priority will be given to applicants living nearest the school, measured from the child's home address to the recognised main entrance of the school.

These rules are applied up to the standard number. If the Authority is unable to comply with the parental preference, because the standard number has been reached, then the parent will be offered a place at another school. The parent may then accept the alternative placement, or may give notice of appeal. Further details may be obtained from Flintshire Education Department.

The Authority does not provide free transport for students who are not attending their nearest appropriate school, although it may be possible for parents to purchase concessionary seats on school buses on a termly basis.

Where children have a statement of Additional Needs (AN), their admission must be negotiated via the LA's Statementing Office. This also applies for admission into the Hearing Support Centre (HSC).