

Becket Keys Church of England School

Decision on the Admissions Policy for 2017 entry, following consultation.

The Department for Education's Guidance on Admissions requires schools to consult interested parties on any proposals to change or amend their Admissions Policy. A school's Admissions Policy sets out how it will limit its intake into its normal entry year, Year 7 for secondary schools, if there are more applications for places than there are places available. This year at Becket Keys there were **643** applications, including **185 1st** choices, for its **150** places.

The consultation period finished on the 31st January 2016 and the governing body has now considered the responses received. It has decided to make the one significant change that was in the consultation document that changes the criterion applied to 'open' or 'non-faith' applicants. This adds the clause – *“Students who at the time of application are registered as students at either St Thomas' of Canterbury C of E Junior School, CM15 9BX or at St Peter's C of E School, CM14 5QN”*

Governors considered the objections to the proposal of a number of parents with children at St Mary's and All Saints schools. However, these were not felt to be sufficiently strong to outweigh the strong support from the majority of respondents, **74%** of the **76** respondents strongly supporting the proposed amendment.

It should be emphasised, that the part of the Admissions Policy applying to applicants for 'faith' places remains unchanged and 'faith' places are available to applicants from across the Deanery as before.

An additional section of the policy dealing with entry into the sixth form was also subject to consultation; there were no negative comments and governors also agreed to add this to the policy.

A copy of the agreed and amended policy for entry in September 2017 is attached.

Becket Keys Church of England School Church of England School
Admissions Policy 2017/2018

The agreed admissions number for Year 7 of the school will be **150**. That number of places will be offered in Year 7 annually. All children with a statement of Special Educational Need that names Becket Keys Church of England School will be offered a place at the school.

Where the number of applications for admission is greater than the number of places available for any given intake, the following over-subscription criteria will apply, in the order set out below:

1. Children who are looked after or have been looked after by a local authority in accordance with Section 22 of the Children Act 1989.

2. Children for whom it is essential to be admitted to this school because of special circumstances to do with significant medical needs evidenced by written professional advice from a doctor or other health professional, explaining why these needs can realistically only be met by Becket Keys.

3. Children whose parents have been granted Founders' status of the school by the Secretary of State.

4. Children who, on the date of admission, will have a sibling on the roll of the school. Sibling means a full, step, half, adopted or fostered brother or sister, but not cousin, who will be living permanently with them at the same address at the date of their entry to the school; the school may require proof of relationship.

5. Becket Keys is a faith school (Church of England) and after the application of 1, 2, 3 and 4 above, up to 50% of the remaining places will be offered to applicants who meet the "faith criterion". The faith criterion is based on regular Church attendance and a Church/Priest's reference confirming attendance will need to be submitted via our supplementary information form, which can be downloaded from our website. This must be submitted to the school by the last working day in November; again details are on our website. This faith criterion will be applied in the following order

i) Fortnightly attendance at a Church of England church in the Brentwood Deanery or former Ongar Deanery for at least two years at the closing date for applications, which is the last working day in November 2016. A priest or minister will need to sign the supplementary information form, confirming the attendance and the form must be submitted to the school before midday on the last working day in November 2016 (a list of churches in these two Deaneries is included in the "notes" to this admissions policy)

ii) Fortnightly attendance at another Christian Church (which is a member of Churches Together in Britain and Ireland or a member of the Evangelical Alliance) for at least two years at the closing date for applications, which is the last working day in November 2016. A priest or minister will need to sign the supplementary information

form, confirming the attendance and the form must be submitted to the school before midday on the last working day of November 2016.

If more applications are received than there are places available, then they will be offered in order of distance from the school, those living closest being offered places as a priority; distances will be measured by the following method:

As part of the coordinated admissions scheme operated by Essex County Council for all maintained schools, straight line 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 child's home address to the school.

6. After the application of criteria 1, 2, 3, 4 and 5 listed above, the remaining places will be offered to any other applicants. If more applications are received than there are places available, then they will be offered in the following order:

i) Students who at the time of application are registered as students at either St Thomas' of Canterbury C of E Junior School, CM15 9BX or at St Peter's C of E School, CM14 5QN

ii) Any other applicant

If more applications are received than there are places available, then they will be offered in order of distance from the school, those living closest being offered places as a priority; distances will be measured by the method described in 5 above.

7. Sixth Form Admissions Policy

September 2017

Becket Keys will welcome applications from internal students who have attended Year 11 of the school during the 2016/2017 academic year. Becket Keys will also accept applications for entry to the Sixth Form from external applicants. The Published Admission Number for external applicants for entry to Year 12 in September 2017 will be 15, but more places may be available subject to the take up by internal applicants.

Acceptance onto a programme of subjects/courses is dependent upon a student having achieved the necessary entry requirements. Students should refer to the Sixth Form Prospectus for the individual subject requirements. Individual subjects may be limited in the number of students they can accommodate.

Should applications from suitably qualified external students exceed the number of places available, the following oversubscription criteria will apply:

- i. Looked After and previously Looked After Children
- ii. Significant Medical Needs, as defined in 2. above

- iii. Any other applicants

If more applications are received than there are places available, then they will be offered in order of distance from the school, those living closest being offered places as a priority; distances will be measured by the method outlined above in 5.

Notes to the Admissions Policy

Distance tie-breaker

If more applications are received than there are places available under any criterion, then the available places will be offered in order of distance from the home address to the relevant point, distance being measured in a straight line from the middle of the front door of the pupil's accommodation to the relevant point. For this purpose, the ground floor is considered closer than the first and so on. Should there be a 'tie' between two or more applicants for a place in any category, then the place will be allocated by 'random allocation' – the process being conducted by a body independent of the school.

Home Address

The home address is where the child spends the majority of time and is living with the person who has parental responsibility and is the parent as defined in Section 576 of the Education Act 1996 (we may require documentary evidence). If a child regularly lives at more than one address the Governing Body will have to reach a conclusion about which should be counted as the main address when allocating places. This will normally be the address where Child Benefit is paid and where the child is registered with a doctor.

Operation of waiting lists

Where in any year the school receives more applications for places than there are places available, a waiting list will operate until at least the end of their first academic year at BKS. This will be maintained by the School and it will be open to any parent/carer to ask for his or her child's name to be placed on the waiting list following an unsuccessful application. A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set (as applicable). Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Appeals

Parents who fail to gain a place at Becket Keys for their child can appeal to an Independent Appeals Panel; this will be set up in conjunction with the Local Authority.

Priority Schools:

Becket Keys came into being due to the 'vision' of the head teachers of St Thomas' and St Peter's Schools. Without their dedication and hard work coupled with the support of their whole school communities, Becket Keys would not exist. It is for this reason that students from these schools are given priority as detailed in the above policy.

Faith Criterion

The faith criterion is based on the regular Church attendance of a parent and a Church/Priest's reference confirming attendance will need to be submitted via our supplementary information form, which can be downloaded from our website.

Anglican Churches which constitute the Brentwood or former Ongar Deanery are listed below:-

Brentwood Deanery	Former Ongar Deanery
Bentley Common, St Paul	Blackmore, St Laurence
Brentwood, Immanuel Church	Bobbingworth, St Germain,
Brentwood, St George	Chipping Ongar, St Martin,
Brentwood, St Thomas of Canterbury	Fyfield, St Nicholas
Buttsbury, St Mary	Greensted juxta Ongar, St Andrew,
Childerditch, All Saints	High Laver, All Saints,
Doddinghurst, All Saints	High Ongar, St Mary the Virgin
East and West Horndon, St Francis	Little Laver, St Mary the Virgin
Fryerning, St Mary the Virgin	Magdalen Laver, St Mary Magdalen
Great Warley, St Mary the Virgin	Matching Green, St Edmund
Hutton, All Saints and St Peter	Matching, St Mary,
Ingatestone, St Edmund and St Mary	Moreton, St Mary the Virgin,
Ingrave, St Nicholas	North Weald, St Andrew
Ingrave, St Stephen	Norton Mandeville, All Saints
Kelvedon Hatch, St Nicholas	Shelley, St Peter,
Little Warley, St Peter	Stanford Rivers, St Margaret,
Margaretting, St Margaret	Stapleford Tawney, St Mary the Virgin,
Mountnessing, St Giles	Stondon Massey, St Peter & St Paul
Navestock, St Thomas	Theydon Mount, St Michael
Shenfield, St Mary the Virgin	Willingale, St Christopher, with Shellow and Berners Roding
South Weald, St Peter	
Warley, Christ Church	