



Admissions Policy 2019-2020

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1. Introductory statement

Turner Free School (TFS) is a secondary school sponsored by Turner Schools. The Academy is founded to transform education standards in East Kent through our HEART principles: High expectations; Energy; Academic subject-based curriculum; Reading for all; and Trust. The Academy will serve the local community of Folkestone. Turner Free School is a non-selective school for pupils aged 11 – 18.

The Academy will meet the needs of local residents by providing an outstanding level of education to all pupils, regardless of their background. We will build firm foundations for positive life chances to enable each pupil to secure a place at university, professional employment or a skilled apprenticeship that compliments national and local skills shortages.

2. Admission number

The school has an admission number (PAN) of 180 for entry in Year 7.

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

3. Application process

Application for places to Turner Free School will be made in accordance with Kent Local Authority's co-ordinated admission arrangements and will be made on the Secondary Common Application Form (SCAF), provided and administered by the Local Authority. In order to avoid confusion the school has agreed to use the dates provided by Kent Local Authority and will offer 180 places for September 2019 admission.

Students with a Statement of Educational Needs (SEND) or Education Health Care Plans (EHCP) will be admitted where Turner Free School is named as the appropriate school. These students will be counted against the PAN.

4. Oversubscription criteria

The criteria in this section apply to entry at all phases of the school.

When the school is oversubscribed, after the admissions of pupils with an Education, Health and Care Plan or Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

- a) 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. See notes below on eligibility.
- b) Children with a sibling of school age living at the same address, including step and foster siblings, for whom a place has been awarded. See notes below on eligibility.
- c) Children who attend Martello Primary, Morehall Primary and Folkestone All Age Academy Primary.
- d) Children eligible for the service premium. Evidence of eligibility will need to be submitted with the application. See notes below on eligibility.
- e) Other children

5. Tie-break

If we reach our admission number in any of the above criteria, we will apply the following tiebreak to determine who is admitted:

Nearness of children's homes to school: the distance between the child's permanent home address and the school is measured in a straight line using National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. When we apply the distance criterion, these straight line measurements are used to determine how close each applicant's address is to the school.

Children living in blocks of flats will be deemed to reside at the same address and equidistant from the Academy. Random allocation will then be used as a tie-break to decide who has highest priority for admission if the distance between a child's home and the Academy is equidistant in any individual case. However, if children of multiple birth (e.g. twins and triplets) are tied for the final place, those siblings will be admitted over PAN.

6. 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. 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.

7. Waiting lists

Where the school receives more applications for places than there are places available, a waiting list will operate between March and the end of the following academic year. This list 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.

8. 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 Admissions (admissions@turnerfreeschool.org) for information on how to appeal. Information on the timetable for the appeals process is on our website at www.turnerfreeschool.org.

Appellants must contact the school within 20 school days from the date of notification that their application was unsuccessful to lodge an appeal.

9. Notes:

- a) 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).
- b) Sibling:
'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.
- c) Service Premium Priority :
Those eligible for Service Premium admission priority are:
 - children whose parent(s) are serving in the regular UK armed forces;
 - children of ex regular UK armed forces personnel who were serving in the last 3 years;
 - children where at least one parent died while serving in the UK armed forces and the child is in receipt of a pension under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS).

Parents will be required to provide evidence of eligibility with their application.

- d) Home address:
The home address is where a child normally lives. Where a child lives with parents with shared parental 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 which residential address should be used for the purpose of admission to school.

If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. 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.

e) Parents

A parent is defined as someone who is:

- the parent of the child
- not a parent of the child but who has parental responsibility for the child
- who has care of the child