



Seaford Head School's Post 16 Admissions Policy 2021/22 School Year

Introduction

The governing body have determined the following for the 2021/22 academic year.

The total number of places available for Year 12 from September 2021 will be 130.

Students already on roll at Seaford Head School, who meet the Academic Entry Requirements stated in paragraph 3, requesting a place will automatically be admitted to the Sixth Form from September 2021.

The Planned Admission Number (PAN) is 25 for applicants who meet the Academic Entry Requirements for Year 12 from September 2021 who are not already on roll at Seaford Head School. This number can be exceeded at the governors' discretion if this will not have a negative impact on the teaching and learning of all 6th form students at Seaford Head School.

1. Application process

Applications can be made to the school via ApplicationsS6H@seafordhead.org or by following the links for the 6th form on the school's website <https://www.seafordhead.org/copy-of-sixth-form-centre>

All applicants must meet the entrance criteria.

The closing dates for Year 12 applications are as follows:

Phase 1 – 4th December 2020

Phase 2 – 1st April 2021

Phase 3 – 10th September 2021

Applications that are received after the final published closing date will not be considered until all other applications have been fully processed.

2. Academic Entry Requirements.

All applicants must meet the following academic entry requirements:

- i) 5+ 9-1 (and/or equivalent) GCSE passes including English & Mathematics
- ii) Some subjects require a GCSE Grade 6 (or equivalent) in that subject for study at Level 3.
Please see the 6th form prospectus for further information.

All students meeting the entrance criteria whose Education, Health and Care Plan (EHCP) names the school will be admitted.

3. Oversubscription

If there are more applications than places available at the school, the criteria below will be used to determine which children are offered the available spaces, and will be applied in the following order of priority.

- i. **Children in the care of, or provided with accommodation by, a local authority and children who were looked after, but ceased to be so because they were adopted.**
- ii. **Children of UK service personnel (UK Armed Forces) - For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live in that area. The school must:**
 - a. Allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address when considering the application against their oversubscription criteria. This **must** include accepting a Unit postal address or quartering area address for a service child. The school **must not** refuse a service child a place because the family does not currently live in the area, or reserve blocks of places for these children
 - b. Ensure that arrangements in their area support the Government's commitment to removing disadvantage for service children. Arrangements **must** be appropriate for the area and be described in the school's composite prospectus.
- iii. **Siblings of children on roll at Seaford Head School at the time of admission who live at the same address within the community area*.**

*Children are 'siblings' if they are full, half, adoptive, foster or step brother or sister living in the same household.
- iv. **Children of staff.** Once the above criteria i to iii have been applied to other applicants and offers have been made subsequent to the offer date for secondary admissions, the school may offer places to the children of staff where the member of staff has been employed at the school for 2 or more years at the time at which the application for admission to the school is made, and/or where the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage for the vacant post in question. This is accordance with paragraph 1.39 of the School Admissions code
- v. **Children living within the community area.**
- vi. **Siblings of children on roll at the time of admission at Seaford Head School who live outside the community area****
- vii. **Children living outside the community area**

**** Children who have a sibling who joined Seaford Head School prior to 1 September 2017 who is still on roll at the time of the admission of the applicant will be admitted under the previous criteria which gave priority to siblings regardless of whether they live in the pre-defined community area or not. In such cases these applicants will be considered under criterion 3(iii).**

Tiebreaker

If there are more applicants who qualify under an oversubscription criterion than places available, allocation of places will be determined by prioritising applications within that criterion. This will be on the basis of the shortest route from home to the main gate of the school (please see the definition of this below) using the method adopted by East Sussex County Council.

If applicants cannot be prioritised by distance; ie the distance from home to the school is absolutely equal for such applicants, this will be resolved by random allocation. This process will be independently verified.

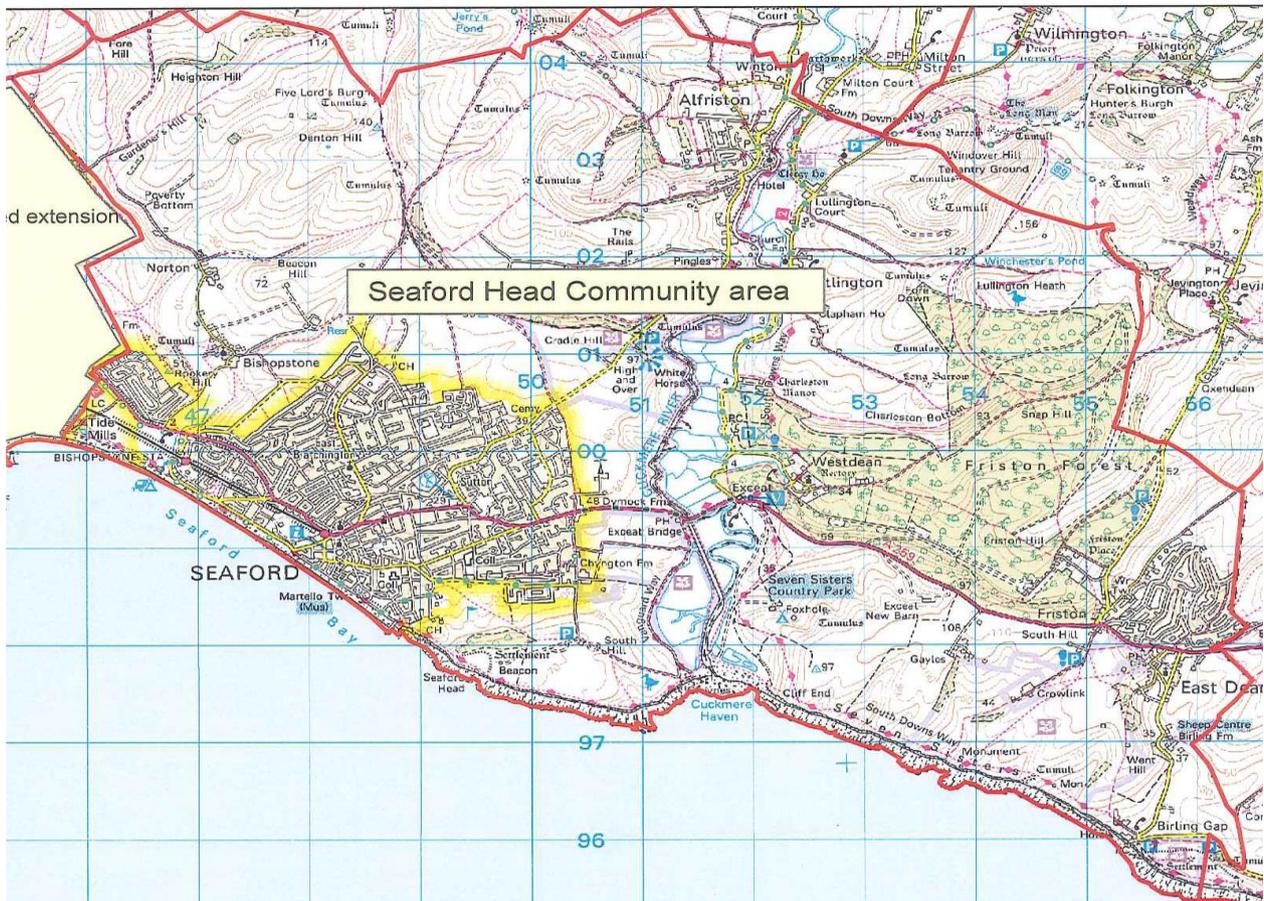
Definition of the distance to an applicant's home

The distance from the home address to the school will be measured using the method adopted by East Sussex County Council. Distances will be measured on behalf of the Governing Body, using the County Council's Geographical Information System (GIS) from the child's home to the main gate of the school's 6th form site.

4. The Community Area.

Seaford Head School serves the town of Seaford and the neighbouring areas which extend north to include Alfriston and Lullington, east to the eastern boundary of East Dean, including Birling Gap and west to the western boundary of Bishopstone.

Seaford Head School community area



5. Waiting lists

Details of any unsuccessful applicants will be held on a waiting list if requested. The waiting list will be kept in the order of the oversubscription criteria above.

6. Right of appeal

There will be a right of appeal to an Independent Appeals Panel for any unsuccessful applicants.

The deadline for the receipt of appeals:

For applicants to join Year 12 of the Sixth Form at the start of the academic year the intention to appeal must be lodged by **noon on Friday 17th September 2021**.

For **In-year** applicants, parents must submit their appeal within **20 school days**.

Appeals hearings

For on time appeals relating to applicants starting Year 12 of the Sixth Form at the start of the academic year the appeals will be heard by **8th October 2021**.

In-year appeals will be heard within **30 school days** of receipt.

Notification of the date, time and venue for the appeal hearing

You will receive a letter advising when your appeal will be heard by the independent panel, you will be given 10 school days' notice, unless a shorter notice period has been agreed.

Deadline for submitting additional evidence

All evidence supporting the appeal should be sent when you make your appeal. However, additional evidence can be submitted to the school up to 7 working days before the appeal hearing.

You are entitled to send additional evidence after this deadline or provide details on the day of the hearing, however, the panel may decide not to accept late evidence. Submitting extra evidence after the deadline could result in your hearing being adjourned, or even postponed to another day.

Decision letters

The decision letter will set out the reasons for the panel's decision, this will normally be sent within 5 school days of your hearing, although this may be longer at busy times.

Timeline

Friday 28th February 2020

The admission arrangements for Seaford Head School were determined for children joining year 12 in September 2021. These arrangements will be circulated after 28th February 2020 and will appear on the school and East Sussex County council website by 15th March 2020

Objections to the arrangements must be referred to the Office of the Schools Adjudicator at the following address:

Office of the Schools Adjudicator,
Mowden Hall,
Staindrop Road
Darlington
DL3 9BG
Tel: 01325 735303
Email: osa.team@osa.gsi.gov.uk

Objections must be made by Friday 15th May 2020.