

# **Admissions Policy**

## **2025/2026**

### **(Proposed)**

## **Oxclose Community Academy – Admission Criteria 2025/2026**

The Board of the Discover Learning Trust is the Admissions Authority for Oxclose Community Academy.

We intend to admit up to 210 pupils into Year 7 in September 2025. This arrangement follows consultation between the Trust Board, the Local Authority and all other schools in the area who are their own Admissions Authority in the area.

All applications must be made using the Local Authority Application Process by the closing date which is determined annually. Applications received after the closing date will only be considered after all those received by the closing date.

Children who have an Education, Health and Care Plan (EHCP) which names Oxclose Community Academy will automatically be offered a place in the academy.

Admissions criteria will only be applied if there are more preferences expressed than places available. The following criteria will be applied in that case:

1. **A ‘Looked-after’ child who was previously looked after but immediately after being looked after became subject to an adoption, residency/child arrangement or special guardianship order** – a child that is looked-after’ by a Local Authority in accordance with Section 22(1) of the Children’s Act 1989 and a child who was looked after, but ceased to be so, because of adoption (or become subject to a child arrangements order, residence order or special guardianship order) and **a ‘Looked-after’ child who appears to the Admission Authority to have been in state care outside of England and ceased to be in state care as result of being adopted** – a child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society
2. **Attendance in Key Stage 2** - (ages 7 – 10 years) at a designated cluster primary.

Blackfell Primary  
George Washington Primary  
Holley Park Academy  
Lambton Primary  
Oxclose Primary Academy  
Springwell Village Primary

3. **A sibling link** – an older brother/sister or other child (including adoptive or step sibling) who shares the same parent/carer and lives at the same address, who will still be attending Oxclose Community Academy at the time of admission.
4. **Exceptional medical or psychological reasons** - you must include a medical or psychological report, prepared by a professional, to confirm information which you include in this section. This report should explain why only this academy can meet your child's medical or psychological needs. Common childhood conditions such as asthma or giving a child's nervousness at starting a new school as a psychological reason for choosing a particular school are unlikely to be accepted as exceptional. If you intend to use this criterion when applying, please contact the School Admissions Team before completing the application form. (Eligibility under this category will be considered by a meeting of the Academy Trust Board).
5. **Children of a member of school staff who has been employed for two years or more at the time at which the application for admission to school is made**
6. **Pupils for whom preferences are expressed on grounds other than those outlined above.**

Within each of the above categories places will be offered on the basis of distance from the centre of the home to the main entrance of the academy, with priority being given to those living closest to the academy. Distance is measured by the shortest safest walking distance, using a geographical information system (GIS).

## **Notes**

### **Preference allocation.**

The Trust Board will adopt an equal preference system, whereby all applications are considered at the same time irrespective of the order of preference. In the event that more than one preference can be met then a place will be offered at the parent's highest ranking school. Other preferences will then be disregarded.

Where it is not possible to offer at a school, the child will be placed on a waiting list. The waiting list is sorted using the admission criteria and will be held until the end of the autumn term, after the children start school in September.

Parents who are unsuccessful in securing a place have a statutory right of appeal. Information will be included within the notification letter. Further details of the appeals process are available by writing to the Chair of Governors at the Academy address.

### **False or fraudulent information**

Where an application contains false or fraudulent information the Governing Body reserve the right to remove the academy place.