



COLLEGE

Shuttleworth College, Burnley Road, Padiham, Lancs, BB12 8ST

### **Admission arrangements for the academic year 2018 to 2019**

Our admission number for the academic year 2018 to 2019 will be 210; this is the maximum number of Year 7 children that we will admit in September at the beginning of the Autumn Term.

If the college is oversubscribed then the following admissions criteria will be applied to decide which children should be offered the available places.

The criteria below are in priority order.

1. Looked after children and those who have been previously looked after, see note (x) below
2. Children for whom the college accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the college (see note (i) below); then
3. Children living within the college's geographical priority area with older brothers or sisters attending the college when the younger child will start (see note (ii) below).

#### **GEOGRAPHICAL PRIORITY AREA**

The perimeter of the priority area to the north and west is the border with Ribble Valley and Hyndburn.

The area includes all residential addresses above a line running eastwards (and within the perimeters of this priority area) from the western border with Hyndburn across the A6068 and following the centre of a link road to the works just north of the Leeds and Liverpool Canal. The perimeter then follows the railway line north west and turns eastwards above Low Bank and Printers Fold to join with Scott Street at the junction of Printers Fold and Scott Street. It follows the east side of Scott Street to the A671, Padiham Road and goes down the centre of Padiham Road to the M65. The perimeter then cuts across the M65 and follows the railway line up to the Stoneyholme area until adjacent with the two schools just above March Street. It then turns west to the M65 and follows the motorway to the Burnley border.

4. Children living within the college's geographical priority area; then
5. Children living outside the college's geographical priority area with older brothers or sisters still attending the college when the younger child will start (see note (iii) below); then
6. Children living outside the college's geographical priority area (see note (iii) below).

Notes



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- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a statement who have special needs. Children who have a statement for special needs will have their applications considered separately.
- (ii) Brothers and sisters includes step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration may be given to applying this criterion to full brothers and sisters who reside at different addresses).
- (iii) The distance criterion which will be used as the tie breaker if there is oversubscription within any of the admission criteria is a straight line (radial) measure. If the college is unable to distinguish between applicants using the published criteria (e.g. twins or same block of flats) places will be offered via a random draw. The distance measure is a straight line (radial) measure from the centre of the college building to centre of the house or accommodation that the child resides in.
- (iv) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admission process, including after a child has accessed a college place.
- (v) The College will retain a waiting list for one term only from 1<sup>st</sup> September 2018. The waiting list will be kept in the order of the oversubscription criteria.
- (vi) Children will not normally be able to start at college other than at the beginning of the term unless they have moved into the area or there are exceptional circumstances.
- (vii) Applications for college places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.
- (viii) Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for the college admission application. This will normally be the one where the child wakes up for the majority of college days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.
- (ix) The highest priority will be given to looked after children<sup>[1]</sup> and children who were looked after, but ceased to be so because they were adopted<sup>[2]</sup> (or became subject to a residence order<sup>[3]</sup> or special guardianship order<sup>[4]</sup>). Further references to



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previously looked after children in the Code means children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.

(X) It sometimes happens that a child needs to change school other than at the “normal” time; such admissions are known as non-routine or in-year admissions. Parents wishing their child to attend this school should arrange to visit the school. They will be provided with an application form once they have a definite local address. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no place, then the admissions committee will consider the application and information about how to appeal against the refusal will be provided. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book. Please note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.