

CLAREMONT HIGH SCHOOL

2010 / 2011

Arrangements for Admission at Secondary Transfer

The school operates admissions under the Brent Local Education Authority's scheme for Coordinated Admission to Secondary School.

Where applications exceed the number of places available (Published Admission Number 252 for years 7, 8 and 9; and 224 for all other year groups up to and including Year 11) the following criteria in order of priority will be employed for admission:

Oversubscription criteria

1. Looked after Children or children in public care.
2. Special medical and social reasons where the supporting evidence (a letter from a registered health professional i.e. doctor and/or social worker) sets out the particular reasons why the school is the most suitable and the difficulties that could be caused if the pupil has to attend another school.
3. Those who have a brother(s) and / or sister(s) (including half or stepbrother(s) and sister(s) if residing at the same address) attending this school at the time of application and on the date of admission. This excludes a brother(s) or a sister(s) of those students who join the school in Year 12 or Year 13.
4. Those pupils attending one of the four Arts College feeder primary schools, Byron Court, Mount Stewart, Preston Park and Uxendon Manor.
5. Other children

Tie Breaker

Within each criterion, priority will be given to the applicant who lives closer to the school. This will be measured in a straight line from the front door of a pupil's permanent address to the school reception. A random allocator will be used to determine the offer of a place where two or more children are deemed to live the same distance from the School.

Waiting List

In addition to the right of appeal, unsuccessful candidates will be offered the opportunity to be placed on a Waiting List, which will be maintained in order of the over-subscription criteria and not in the order in which applications are received.

Brent Local Authority's In Year Fair Access Protocol will take precedence over Waiting Lists where applicable.

Lists will be maintained throughout the school year. A child's position on the Waiting List does not depend upon the time they have been on the list but will be determined by how they meet the oversubscription criteria.

This means that a child's position on the list can go down as well as up, depending upon the child's circumstances and those of other applicants. The Waiting List will be closed each year and will not roll over. Parents wishing to stay on the Waiting List will be required to submit a request to Brent Council's School Admissions Service.

Casual Admission Arrangements

When applying for a place in Years 7 to 11 parents/carers should apply to the Local Authority.

Proof of the child's permanent residence will be required **except where this has already been provided through the Common Application Process.**

From September 2010 if you wish to make an application to this school you will need to contact your local council. If you are a Brent resident you need to contact Brent Council's School Admissions Service on 020 8937 3110 or visit www.brent.gov.uk/admissions. All applications will be considered in line with our published admission arrangements. Outcomes of applications will be sent to you by Brent Council on behalf of the Governing Body. Unsuccessful applicants will be placed on the Waiting List.

Pupils with a Statement of Special Educational Needs and Hard to place Children

The admission of pupils with a Statement of Special Educational Needs (SEN) is dealt with by a completely separate procedure. Details of this separate Procedure is set out in the SEN Code of Practise.

The School is also committed to taking vulnerable children who are hard to place and in accordance with locally agreed protocol.

Independent Appeals

Parents/Carers will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the School. This includes pupils refused progression from the School's Year 11 to Year 12.

The arrangements for appeals will be in line with the Code of Practice on School Admission Appeals published by the Department for children, Schools and Families (DCSF). Parents/Carers wishing to make an appeal should send a completed form to the Clerk of Appeal Panel to the address given on the Appeal form. Parents/Carers will be given 14 days

Parents with Shared Responsibility

Where a child lives with parents with shared 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 their residential address for the purpose of admission to school. 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.

ADMISSION ARRANGEMENTS FOR SIXTH FORM

All Claremont Year 11 students who meet the minimum entry requirements are eligible to progress to year 12 (the Sixth Form).

Places are offered first to eligible year 11 students and then to external applicants who meet the minimum entry requirements as published in the Sixth Form prospectus and contingent on the availability of appropriate resources.

The minimum number of external candidates likely to be admitted is 40 although this may be exceeded if demand for available courses can be met.

The minimum entry requirement enables students to access Level 1 courses whilst access to courses above this level are dependent upon actual GCSE (or other equivalent) grades as indicated in the Sixth Form prospectus.

External Applicants

In the event of all those applying meeting the qualification criteria and the published admissions number being exceeded, the School will apply its Admissions Criteria 1, 2, 3 and 5 (see Admissions Criteria) to determine places offered.

PMcC/jb
Claremont Admission Arrangements 2010-2011
April 2010