



SEPTEMBER 2012 INTAKE

Admissions Procedure

Children with a statement of special educational needs that names the CTC will be offered a place.

Children will be tested as the CTC offers places to children in all ability groups (bands). No child will pass or fail the test. If your child does not sit the test, their application will be considered under priority 5.

If the CTC receives more applications than places available, places will be offered to children in all ability groups (bands), in the following order:

1. **Looked after children**
2. **Children with exceptional circumstances**
3. **Children with an older brother or sister at the CTC at the same time (September 2012)**

The brother or sister must live at the same address and could be:

- * a brother or sister sharing the same parents;
- * a half-brother or half-sister, where two children share one parent;
- * a stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
- * the separate children of couples who live together; or
- * an adopted or fostered brother or sister.

4. **Children who normally live in the catchment area, which is defined as the area within a 3 mile radius of the CTC**

You can see the map showing the catchment area at the CTC or you can phone the School Admissions Team at Solihull Council on 0121 704 6693 and ask if your home is within a 3-mile radius of the CTC.

5. **All other children**

Where there are more applications than places available, in priority 4 or 5, offers will be determined through a system of random allocation. In priority 5, children with a test score will be offered places first.

Applications with exceptional circumstances must be supported by independent information. This will be considered by the Council's Cabinet member Advisory Group for Admissions in January 2011. If the circumstances are not considered to be exceptional the application will be considered against the remaining admission criteria.

Distances are measured by Solihull Council on their admissions system which uses ADDRESS-POINT. ADDRESS-POINT provides a national grid co-ordinate and a unique reference for each postal address in Great Britain. The grid reference is provided to a resolution of 0.1 metre (10cm). The accuracy of each ADDRESS-POINT is such that each point will fall within the addressed building.

Applications for a school place at any time other than the normal time for admission (in-year admission) should be made to the Admissions Team of the Local Authority in which you live. The application will be processed by the Local Authority. If there is a vacancy in the relevant year group a place will be offered. If the year group is full the governing body will apply the admission criteria to the application so that it can be placed on the waiting list.