



# Lode Heath School Admission Arrangements for 2020/21

## **Admissions Process**

Our admissions process is part of the Local Authority co-ordinated scheme. Applications must be made to **your own Local Authority** in the autumn before admission. The home Local Authority will notify parents of the outcome of their application for a place. For more information contact Solihull Local Authority – [admissions@solihull.gov.uk](mailto:admissions@solihull.gov.uk) or telephone 0121 704 6693.

## **Applying for Places**

The school's admission number is 240 for Year 7. Where the number of applications is lower than the school's admission number, all applicants will be admitted. If there are more applications than places available then all applications will be considered by a committee of the Governing Body. Lode Heath will advise Solihull Local Authority of any places to be offered and, where applicable, Solihull Local Authority will notify the home Local Authority (outside Solihull) that an offer has been made.

## **Age of Pupils**

Students normally enter the school in Year 7 in the September after they reach the age of 11 and leave at the end of Year 11.

## **Date of Application**

Applications must be received by your home Local Authority by their published deadline.

## **Waiting Lists**

Waiting lists are made in strict priority order against the published admission criteria for Lode Heath. If a vacancy arises at Lode Heath, the place will be offered to the child at the top of the waiting list. Waiting lists are kept until December.

## **Oversubscription criteria**

If we receive more applications than there are places available (which is normal), places will be offered in the following order:

### **Priority 1**

Children looked after by a Local Authority (in line with section 22 of the Children Act) and previously looked after children who are now adopted or subject to a residence order or a special guardianship order.

### **Priority 2**

Children whose exceptional social or medical reasons can only be met by Lode Heath.

### **Priority 3**

**Children who live in the catchment area** of the school who have an **older brother or sister** at the school at the time of offer.

### **Priority 4**

**Children who live in the catchment area** of the school with priority being given if necessary to those living nearest to the school as measured in a straight line from home to school.

### **Priority 5**

**Children of staff** at the Lode Heath School (see Note 2).

### **Priority 6**

**Children who live outside the catchment area** with priority being given to those living nearest to the school as measured in a straight line from home to school.

### **Offers of Places**

You will only receive a single offer of a school place under the co-ordinated scheme from your home Local Authority on National Offer Day (when offers of school places are published). They will not be made by Lode Heath.

The Governors reserve the right to withdraw an offer of a place before the student is admitted to the school where it is found that the offer of a place has been made on the basis of a fraudulent or intentionally misleading application which effectively denied a place to a student with a stronger claim, or where a parent/carer has not responded to the offer **by 31 May 2020**.

The parent(s)/carer(s) of students who are unsuccessful in gaining a place on National Offer Day will have the student's name placed on a waiting list for a place at Lode Heath irrespective of whether they make an appeal against the decision not to offer them a place. Any places that become available will be allocated to students on the waiting list in accordance with the oversubscription criteria listed above. Lode Heath will advise Solihull Local Authority of any places to be offered and, where applicable, Solihull Local Authority will notify the home Local Authority (outside Solihull) that an offer has been made.

### **Notes:**

1. Children with an Education, Health and Care Plan that name Lode Heath will be offered a place first. This will reduce the number of places available.
2. Priority to staff will be given under the following circumstances:
  - a) where the member of staff has been employed by Lode Heath School for two or more years at the time at which the application for admission to the school is made (i.e. by closing date 31<sup>st</sup> October), or
  - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

3. A brother or sister must live at the same address and could be:
  - a) a brother or sister sharing the same parents;
  - b) a half-brother or half-sister, where two children share one parent;
  - c) 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);
  - d) separate children of a couple who live together or an adopted or fostered brother or sister.
4. Distances are measured by the Local Authority's computerised admissions system. The admissions system uses six-figure grid references provided by the Local Land and Property Gazetteer (LLPG). The grid references provide a unique point on each property.
5. If two or more applicants share the same distance to Lode Heath and a place is available, the place offered will be determined by random selection.
6. Waiting lists are produced in strict order of priority, against the over-subscription criteria and are managed by Solihull School Admissions in conjunction with Lode Heath School.
7. Applications received after the closing date are late applications and will not be processed until after the published offer day. Late applications will be considered when places are allocated from the waiting list.
8. If possible, places will be offered at the same school to twins, triplets and children from other multiples births. If only one place can be offered the parent will choose which child should have the place.
9. The home address is the place where the child is permanently resident with his or her parents. If care is shared between two parents, a copy of the court order defining the residence arrangement will be required by the council. In the absence of a court order, the council will use the address of the parent who is in receipt of the child benefit; a copy of your child benefit award for the last two years should be sent to the council.

Applications for a school place at any time other than at the cross phase transfer (from year 6 to 7) will be an in-year admission and should be made to Solihull Council. If there is a vacancy in the relevant year group a place will be offered. If the year group is full the admission criteria will be applied so the application can be placed on the waiting list

10. The Governing Body recognises its duty to comply with the Local Authority Fair Access Protocol to provide fair access to school for pupils who need a school place because they have missed, or are at risk of missing, education.

11. When an application for a place at Lode Heath does not involve a change of address for the student concerned, or where there is no need for an immediate move, we reserve the right to defer admission until the beginning of the next term to encourage parent(s)/carer(s) to work with their existing school. Additionally, we also reserve the right to defer admission for a period until the beginning of the next term in order to collate information from the student's previous school(s) to facilitate our planning and provision mapping to meet the student's individual needs with a personalised learning programme. In such circumstances, parent(s)/carer(s) are responsible for ensuring their child continues to attend their current school place to receive appropriate education.
12. Catchment Area - You can see the catchment area **online** at [solihull.gov.uk/onlinemaps](http://solihull.gov.uk/onlinemaps). To check if your home is within the catchment area, contact the Local Authority Schools Admission Team (0121 704 6693).
13. Appeals - Parents who wish to appeal against the decision of the Governors to refuse their child a place at Lode Heath should contact School Admissions on 0121 704 6693 for a form. Appeals will be heard by an independent panel.

**Appeals for on-time applications** for the normal secondary admissions round (i.e. decision relating to Year 7 applications sent on national offer day) – please see school website for timescales/dates - [www.lodeheathschool.co.uk](http://www.lodeheathschool.co.uk)

**Appeals for in-year applications** – will be heard within thirty school days of the appeal being lodged.