



UNIVERSITY ENGINEERING ACADEMY SOUTH BANK

Admissions Policy

1. Admissions procedure for 2014

The University Engineering Academy South Bank Trust will manage admissions for 2014. Application forms can be obtained by:

- downloading from the Academy website www.ueasouthbank.org.uk or
- calling 020 7815 8181

From 2015, the Academy will follow the procedures used by the LA for its co-ordinated scheme.

Students who apply to the University Engineering Academy South Bank will be invited for a test as part of the National process of 'fair banding'. This is not a pass or fail test, it just ensures that children across the full attainment range are admitted.

The order in which places are given at The Academy are listed below and are also clearly detailed in the 'Starting Secondary school in Southwark 2014/15' booklet.

2. Admission arrangements for entry at Year 7 to The University Engineering Academy South Bank in September 2014

The University Engineering Academy South Bank has an agreed admissions number of 150 students in Year 7- open equally to girls and boys.

- When applying parents/carers should understand that the intake is required to reflect the full range of attainment and as far as possible the social, economic and cultural character of the catchment area.
- Each applicant is given equal consideration in line with the Academy Equal Opportunities Policy.

3. Procedures where the University Engineering Academy South Bank is oversubscribed

Where the number of applications for admission is greater than the Published Admissions Number, applications will be considered for Year 7 against the criteria set out below.

After the admission of Students with Statements of Special Educational Needs where The Academy is named on the Statement, the criteria will be applied in the order in which they are set out below:

The applicants will be split into 5 equally sized bands based on their non-verbal reasoning test results. Within each band places will be offered in the following order:

- a) Looked after children¹ and children who were looked after but ceased to be so because they were adopted (or became subject to a residence/special guardianship order)
- b) children who are eligible for the Pupil premium
- c) children for whom it is essential that they be admitted to the Academy because of a significant medical or social need²
- d) siblings of Students who will be registered Students at the school on the first day of the term when the applicant Student would be joining the school³
- e) children who live nearest to the school⁴
- f) children of staff employed for at least two years at the school or
- g) recruited to meet a skills shortage

Where fewer than 150 applications are received, the Academy will offer places to all those who have applied.

3. Waiting list

Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate. This will be maintained by the Academy and will be open to any parent/carer to ask for their child's name to be placed on the waiting list, following an unsuccessful application.

Children on the waiting list will be ranked in the same order as the published oversubscription criteria.

4. Admissions outside the normal age range

The Academy will consider each application on its own merits.

¹ A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school (c) those who were looked after, but ceased to be so, because they were adopted or became subject to a residence order or special guardianship order.

² All applications under this criterion must be supported with relevant written evidence from a qualified professional source, declared in writing at the time of the application and where such submissions offer specific evidence that necessitates attendance at this particular Academy. Any evidence of a more general medical condition offered without such focus is deemed inadmissible, although the application will then be considered under other criteria. Applicants should also state clearly why the Academy is more suitable than any other school and what the difficulties would be if their child was not offered a place)

³ Siblings are children who live as brother or sister in the same house, including biological brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. The Academy reserves the right to ask for proof of relationship.

⁴ The determination of distance. Measurement from the main entrance of the Academy to the main entrance of the child's main place of residence. A child's home is considered to be the child's permanent residence. If custody of a child is shared, the address given should be that of the parent or carer with whom the child spends most of the school week.

5. Late applications

Late applications will be considered using the above criteria (as shown in section 3), but, with the exception of Children in Local Authority Care or Previously Looked After Children, only after all applications received by the closing date have first been considered.

An application may be regarded as late if it confirms:

- a family returning from abroad
- a lone parent who has been ill for some time
- a family moving to the area and;
- other exceptional circumstances

6. Independent appeals

Parents/carers will have the right to appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy. The Appeal Panel will be independent of the Academy. The arrangements for Appeals will be in line with the Code of Practice on School Admission Appeals published by the Department for Education as it applies to Foundation and Voluntary Aided schools. The determination of the appeal panel will be made in accordance with the Code of Practice on School Admission Appeals and is binding on all parties. The Academy will prepare guidance for parents/carers about how the appeals process will work and provide parents/carers with a named contact who can answer any enquiries parents/carers may have about the process.

7. Children hard to place

The Academy will co-operate with the LA's Admission Forum's protocol for admitting children hard to place.

Year 12

The Academy Post 16 provision for a total of 150 students will open in 2017.

The admissions number for Year 12 will be 75. To determine eligibility criteria for admissions, the Academy will publish specific criteria in relation to minimum entrance requirements for Year 12 based on GCSE grades or other measures of prior attainment. The Academy will also publish academic entry requirements for each course available based upon GCSE grades or other measures of prior attainment. These criteria will be the same for internal and external transfers and will be published in its prospectus and on its web-site no later than 2016.

There will be right of appeal to an Independent Appeals Panel for internal Students refused transfer and external applicants refused admission.

8. Admissions to the resource base

The resource base will allocate 10 places for high functioning students with ASC/Asperger's Syndrome and 15 for more complex students with ASC, functioning at



a lower level but still within the mainstream curriculum. For the 10 higher functioning places, students may not need to have a statement of SEN. All 15 Students admitted to the complex places will have a statement of SEN or be under statutory assessment.

Admissions will be managed so that the number of children per year group will not exceed the academy's capacity to include them in appropriate year group classes. There will be no more than 12 students in Key Stage 3 (made up of both categories of students) and 8 in Key Stage 4 (made up of both categories of Student). 5 places will be available for post 16 students (made up of both categories of Student).

Admissions to the Resource Base will be managed by the Southwark SEN Panel who will consider all completed statutory assessments and annual reviews where change of placement is recommended.

9. Review

In accordance with the 2012 regulations the Academy will consult on its admission arrangements every seven years, if no changes are proposed.