



ADMISSION POLICY 2021/2022

This policy was updated in July 2021 to be compliant with the Admissions Code which came into force in September 2021, to expand upon the criteria giving priority to previously looked after children

Review Date: Annually
Last Consultation: October 2019
Consultation: Every 7 Years (due 2025)

ETHOS OF THE SCHOOL

The aim of Debden Park High School is to provide an excellent education in a safe, supportive learning environment, where people are valued and make positive contributions to the school community, and where pupils go on to become responsible, independent members of society.

PRINCIPLES

Debden Park High School was built to serve the community in which it is placed. Accordingly, we are a Comprehensive, Community School with a clearly defined catchment area and cater for pupils of all abilities.

PURPOSES

This policy specifies the priority that will be given to pupils applying for a place in the school.

GUIDELINES

Debden Park High School admits 180 pupils in Year 7. All Year 7 admissions are handled by the Local Education Authority and we adhere strictly our admissions policy as follows.

- *Looked after Children, Children in public care, and those who have been in care and have been subsequently adopted or have been made subject of a residence order or special guardianship, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted will be given first priority ahead of all other applications.*
- *Children of staff. This would mean TKAT employees who work at Debden Park High School, who have been employed for a minimum of 3 months before application.*
- *A relevant sibling is a child who has a brother, sister, adopted brother or sister or stepbrother or stepsister living in the same family unit in the same family household and address who attends Debden Park High School in any year group, irrespective of place of residence. A sibling link to a child in Year 11, or Year 12, will only be taken to exist at the time of application and determination where the brother or sister has completed their statutory education at Debden Park High School and where there is an intention that the Year 11 child will be returning to the school for a post 16 course of study. Children residing in the same household as part of an extended family such as cousins, will not be treated as siblings. In the case of twins or triplets etc. both or all will be offered places*
- *Other pupils living in the priority admissions area.*
- *Children from TKAT Primary Schools (*see list of schools)*
- *Remaining applications*



- *In the event of over subscription within any of the above criteria, priority will be determined by the straight-line distance from home to school, those living closest being given highest priority. Distance will be calculated using data provided by the Local Authority's geographical information system.*

Special Educational Needs Children with Debden Park High School as the named school on their statement will be admitted regardless of criteria

Priority Admission Area

A Map of the priority admission area is available from the school.

Year 7 Admissions

All new Year 7 applications should be made to the Local Authority in the first instance. All other applications should be made directly to the school office.

A waiting list will be kept by the Local Authority for the first week of the Autumn Term only and the school will maintain this waiting list for the remainder of the year.

To enable the process of pupils and parents selecting a Secondary School and to facilitate a smooth transfer from Primary to Secondary school we will:

- Hold an Open Event during the first part of the Autumn Term each year
- Appointments for small group visits will be given to those unable to attend the Open Event during the Autumn Term
- Liaise with feeder Primary Schools by collecting data from them and visiting pupils at feeder Primary Schools
- Brief parents on transfer, school expectations and school systems through a meeting in June prior to their child joining the school
- Have an Induction Day for pupils (date agreed with other local Epping Forest Schools).

Applications that are received after the start of the school year will be considered if the applicant has not previously had an application by the school rejected.

Year 8 -11 Admissions

Mid Term Application Form is available on our website – please apply directly to the school.

Unsuccessful applicants have the right to an independent appeal using the form provided by the Local Authority



***TKAT Primary Schools**

Essex:	<i>Stapleford Abbots</i> <i>Heybridge Primary</i> <i>Maldon Primary</i>
East Sussex:	<i>Ore Village Primary</i> <i>Pebsham Primary</i>
Hampshire:	<i>Front Lawn Primary</i>
Kent:	<i>Dame Janet Primary</i> <i>Drapers Mills</i> <i>East Wickham Primary</i> <i>Grays Farm Primary</i> <i>Horizon Primary</i> <i>Napier Community Primary</i> <i>Newlands Primary</i> <i>Northdown Primary</i> <i>Pluckley CofE Primary</i> <i>Royal Park Primary</i> <i>Salmerstone Primary</i> <i>Smarden Primary</i>
Surrey:	<i>Weyford Primary</i>
West Sussex:	<i>Broadfield Primary</i> <i>Hilltop Primary</i> <i>Portfield Primary</i> <i>Seal Primary</i> <i>Seymour Primary</i> <i>Tangmere Primary</i> <i>The Mill Primary</i> <i>The Oaks Primary</i>