













School Admission Appeals published by the Department for Education. The determination of the Appeals Panel will be made in accordance with the Code on School Admission Appeals and is binding on all parties. (For further information about appeals, see Appendix A)

### Timetable for Aptitude Tests

March 2023	Details of Aptitude Test on Shireland Collegiate Academy website: <a href="http://www.collegiateacademy.org.uk">www.collegiateacademy.org.uk</a>
1 <sup>st</sup> May 2023	Aptitude Test registration opens
29 <sup>th</sup> September 2023	Deadline for Arts Aptitude Registration forms to be submitted.
11 <sup>th</sup> October 2023	Aptitude Tests to be held at Shireland Collegiate Academy
16 <sup>th</sup> October 2023	Results of Aptitude Tests posted to parents

### Timetable for Admissions

July 2023	Local Authority Online Applications are available.
31 <sup>st</sup> October 2023	Deadline for Online Applications to the Local Authority
November/December 2023	Fair Banding Assessment Tests held at Shireland Collegiate Academy
1 <sup>st</sup> March 2024	Parents and Primary Schools notified of the result of applications
May/June 2024	Appeals considered

## **Sixth Form (Post-16) Admissions**

### **Making an Application**

Information concerning the Sixth Form is available to view on the Shireland Collegiate Academy website along with details of courses available and option blocks. Applicants must complete the application form on the website [Sixth Form Admissions Process - Shireland Collegiate Academy](#)

The closing date for receipt of applications for admission into Sixth Form for September 2024 is 1<sup>st</sup> September 2024. Students entering Shireland Sixth Form will be expected to read and sign a learning agreement which outlines the commitment required to be successful in Sixth Form study and the support that students can expect to receive from Academy staff. In addition, Sixth Form students must recognise that they are part of a large community and have a responsibility to abide by our dress code and conduct themselves in a manner that supports the Academy ethos.

### **Admissions Criteria**

The law requires the Academy to admit students with a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) where a Local Authority has specifically named Shireland Collegiate Academy as the most appropriate placement and where they meet the academic requirements of their chosen course. These applications will usually be agreed in advance of the main allocation process. Where they are a late application, the Academy can be required to admit even if the admission number for external applicants has been reached. Students with a EHCP admitted to the Resource Unit will be allocated places in excess of the admission number (to be limited to the maximum capacity of the Inclusion Unit).

### **Other Students**

Admission to Sixth Form will be as follows:

- Students currently in Year 11 at Shireland Collegiate Academy (referred to as 'internal applicants') and students from outside the Academy currently in Year 11 (referred to as 'external applicants') who meet the academic entry criteria
- Students from outside the Academy currently in Year 12 (referred to as 'external applicants') who are applying for restarting their academic studies
- Students currently in Year 12 on a level one programme aiming to progress



The Academy has only a limited capacity to offer certain courses. For a Level Three course the maximum expected class size will be 25, for any other level the maximum class size will be 15.

Students on roll at the Academy are required to apply for a place in Sixth Form as are students from other Academies or Schools.

The entry requirements for admission to Sixth Form shall be the same for students on roll in Year 11 at Shireland Collegiate Academy and external applicants.

Students will be admitted into Sixth Form at the start of the Autumn Term in each Academic year.

3. Students with siblings in any year at the Academy at the time of admission, who meet the academic requirements of the course.
4. All other applicants who meet the academic requirements of the course with straight line distance from the Academy as the tie breaker. This will be measured in a straight line from the front door of the student's house to the door of the main reception area of the Academy using the LA's GIS system. If two or more children live at the same



## Appendix A - Appeals

## Notes

### *Home address:*

The home address is where a child normally lives. Where a child lives with parents with shared parental 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 which residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. 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.

### *Sibling:*

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-