

# Diocese of Bristol Academies Trust

## The Deanery CE Academy admission arrangements for academic year 2022-23

### ***Vision***

DBAT shares the Church of England's Vision for Education 2016, "Deeply Christian, Serving the Common Good", which includes four basic elements *wisdom, hope, community* and *dignity*. We aim to deliver values-led education with the very best outcomes for children and young people.

### ***Values***

DBAT cherishes the principle of *family*. We believe that pupils' needs are collectively met through collaboration, joint purpose and a strong Christian ethos which allows all children and staff to flourish. Christian values are central to all our work; generosity, compassion, courage, forgiveness, friendship, respect, thankfulness, trust, perseverance, justice, service and truthfulness.

### **Introductory statement**

The Deanery CE Academy is an 11-18 Academy with a faith designation and a Christian ethos that is distinctive and inclusive. The school is distinctive because all decisions about the Academy are taken through the lens of our Christian worldview. This means that we are also inclusive. We see everyone, students and staff alike, as people created by God who are to be valued equally and uniquely within the school community.

### **Admission number(s)**

In 2022 the school has an admission number of 210 for entry in year 7. The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

### **Application process**

The school is part of the Local Authority co-ordinated admissions scheme. Please apply via your Local Authority.

Those wishing to have their application considered under the Free School Meals criterion (oversubscription criteria 2 below) or faith criterion (oversubscription criterion 4 below) must complete a **Supplementary Information Form (SIF)** which is included at the end of this document and is available on the Academy's website ([www.dcea.org.uk](http://www.dcea.org.uk)). This must be submitted by post **by 31<sup>st</sup> October 2022** to the following address: Admissions, The Deanery CE Academy, Peglars Way, Wichelstowe, Swindon SN1 7DA.

### **Oversubscription criteria**

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or a Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.
2. Priority will next be given to 21<sup>1</sup> children registered as eligible for free school meals (FSM) and children who have been registered as eligible for free school meals at any point in the last six years. Evidence of eligibility will need to be submitted with the application. See notes below on eligibility.
3. Priority will next be given to 106<sup>2</sup> children living within the priority area set out in the map at the end of this policy in the order set out below. Children living on the boundary line will be considered to be living within the priority area.
  - a. Any children registered as eligible for free school meals (FSM) who live within the priority area, but were not offered a place under criterion 2
  - b. Siblings of pupils attending this school at the time of admission
  - c. Other children living in the priority area.
4. Priority will next be given to other siblings of pupils attending this school at the time of admission.
5. Remaining places<sup>3</sup> will be allocated to Christian children prioritised in the following order:
  - a. Those who are 'at the heart of the church'
  - b. Those who are 'attached to the church'
6. If any places still remain, they will be allocated to other children.

### **Tie-break**

If, in categories 2-6 above, a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. Distance is as a straight line between the Local Land and Property Gazetteer (LLPG) address point of the applicant's house and the address point of the school.

Random allocation undertaken by the local authority or another body unconnected with the Academy Trust will be used as a tie-break in categories 2-6 above to decide who has highest priority for admission if the distance between a child's home and the academy/free school is equidistant in any two or more cases.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. We will admit them all and exceed our PAN.

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<sup>1</sup> If 21 or fewer applicants eligible for FSM apply, all will be admitted. If more than 21 applicant children are eligible for FSM the tie-break will be used to determine which 21 FSM applicants are admitted under this criterion. Those not admitted under criterion 2 will be considered under criteria 3-6 as appropriate.

<sup>2</sup> If 106 or fewer applicants who are living in the catchment area apply, they will all be admitted. Where fewer than 106 apply, additional places will be allocated under subsequent criteria. If there are more than 106 applicants who are living in the catchment area the tie-break will be used to determine which 106 applicants are admitted under this criterion. Those not admitted under criterion 3 will be considered under criteria 4-6 as appropriate. In all cases where schools are oversubscribed, distance is as a straight line between the Local Land and Property Gazetteer (LLPG) address point of the applicant's home address and of the school within each oversubscription criteria. If the direct distance measurement does not separate applicants, places will be offered by random allocation.

<sup>3</sup> It is likely that after the application of criteria 1-4, other places will remain to be allocated under criterion 5. Any remaining places will be allocated under criterion 6. Definitions for establishing faith are included below.

## **Late applications**

All applications received by the school after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

## **Admission of children outside their normal age group**

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested.

When such a request is made, the Academy Trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the Principal and any supporting evidence provided by the parent.

## **In-year admissions**

The school is part of the Local Authority co-ordinated admissions scheme. For application to the Deanery after the start of the academic year, please apply via your Local Authority and submit a Supplementary Information Form to the school.

If the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

## **Waiting lists**

Where the school receives more applications for places than there are places available, a waiting list will operate. It will be open to any parent to ask for his or her child's name to be placed on the waiting list following an unsuccessful application. The waiting list will be maintained by the Academy Trust each year and will be terminated annually on 31<sup>st</sup> July. A new application will need to be made each year.

Where places become vacant during the year, they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria.

## **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should contact the Principal, The Deanery CE Academy, Peglars Way, Wichelstowe, Swindon SN1 7DA or by email to [admissions@dcea.org.uk](mailto:admissions@dcea.org.uk) within 20 school days of the date of your refusal letter for information on how to appeal.

Information on the timetable for the appeals process is on our website at <http://www.dcea.org.uk/>

## 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.

### Looked after children:

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order<sup>91</sup> including those 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. 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).

### Sibling:

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister, a fostered brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.

### Free School Meals Priority:

Those eligible for Free School Meals admission priority are:

Children who:

- Are currently registered as eligible for free school meals;
- Have been registered as eligible for free school meals at any point in the last six years.

Children for whom their parents cannot provide evidence that their child is currently registered for free school meals, or has been in the past 6 years, but where the child or its parents receive any of the following:

- Universal Credit;
- Income Support;
- Income-based Jobseekers Allowance;
- An income-related employment and support allowance;
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual income that, from 6 April 2011, does not exceed £16,190 (as assessed by Her Majesty's Revenue and Customs);
- Where a parent is entitled to the Working Tax Credit run-on (the payment someone receives for a further four weeks after they stop qualifying for Working Tax Credit);
- The Guarantee element of State Pension Credit.
- Parents will be required to provide evidence of eligibility with their application and complete the Supplementary Information Form.

### Establishing Faith:

'Faith' will be established by a Supplementary Information Form. Parents will be required to complete the Supplementary Information Form to provide evidence of eligibility with their application:

- An applicant “at the heart of the church” would be a regular worshipper. We suggest that this might normally mean one who worships usually twice a month. To accommodate difficult patterns of work and family relationships account should be taken of week-day worship. The worshipper could be the child for whom application is made or one or both parents.
- An applicant “attached to the church” means an infrequent worshipper, i.e. who has worshipped less than twice a month or for less than two years prior to the date of application.

The usual period of time over which church attendance is considered is a minimum of two years. Where a family has recently moved into the area, worship at their previous church should be considered.

## **Changes to school admissions appeals due to coronavirus:**

<https://www.gov.uk/government/publications/admission-appeals-for-school-places/coronavirus-covid-19-school-admission-appeals>

## **Variation to the admissions arrangements for September 2022 for the Diocese of Bristol Academies Trust Schools:**

Christian Malford  
The Deanery  
Fishponds  
Seagry  
Somerfords  
St Leonards  
St Peter's Chippenham  
Sutton Benger

Variation to the admissions arrangements for September 2022

As Chair of the Main Board, I write to confirm that by Chair's Action, the Main Board of Directors of the Trust resolve to propose that a variation be made to the admissions arrangements for admission to Year R and Year 7 in September 2022, in respect of the over-subscription criteria relating to church attendance.

The variation requested is that " In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship".

This request is made in order that parents seeking admission to the school can readily determine what the admissions oversubscription criteria are and how they may be met, and thereby enable the school to deal lawfully, fairly and transparently with admissions matters in the exceptional circumstances of the COVID19 pandemic.

For convenience, given that we understand a large number of similar requests are being made, the Governing Body consents to the Diocese submitting this request on our behalf, along with those of other schools making such requests for this variation.

This request is made in accordance with the DfE guidance on governing body business during the pandemic, as it is a matter of importance and is time limited, given the relevant admissions timescales.

Yours sincerely,

Lynda Fisher

Chair of the Main Board of Directors

Diocese of Bristol Academies Trust (schools affected detailed above)