



ADMISSION OF PUPILS INTO YEAR 7 IN SEPTEMBER 2017

Sir Christopher Hatton Academy is a co-educational, non-denominational academy providing education for boys and girls in the 11-18 age range. From September 2004 the school was designated by the DfES as a Specialist Mathematics and Computing College. The school converted into an Academy under the Department for Education's high performing schools converter academy programme in March 2012.

The admission of children to the Academy is the responsibility of the Board of Directors under admissions arrangements made between the Directors and the Secretary of State for Education. The Academy's published admission number (PAN) is currently 210 pupils.

The Board of Directors is anxious to preserve the Academy's traditional character with its emphasis on partnership between academy, pupils and parents. The aims, attitudes, values and expectations of both pupils and parents are expected to be in harmony with those of the Academy. Parents and their children if admitted to the Academy are expected to support the ethos of the Academy as detailed in the prospectus, the home-school agreement and policies which can be viewed on our website.

The Academy will consider all applications for places. Where fewer than 210 are received, the Academy will admit all those who have applied.

Oversubscription Criteria

Following the allocation of places to pupils who have a statement of special educational needs or EHC plan which names the Academy as appropriate provision, where applications for admissions exceed the Academy's PAN, the following criteria will be applied, in the order set out below, to decide which pupils shall be admitted.

1. Looked after children and all previously looked after children (see Note 1)
2. 10% (21 places) allocated on an aptitude test in ICT (see Note 2)
3. Fair Banding allocation (see Note 3) in the following order:
 - a. Children of employees (see Note 4)
 - b. Children with an older sibling already in attendance and expected to continue at the Academy at the time of admission of the younger child (see Note 5)
 - c. Children who attend Hatton Academies Trust Primary schools. Specifically, Oakway Academy, Victoria Primary Academy, Ecton Village Primary Academy. A total of 25 places i.e. 5 places in each band will be allocated on a random basis using this criterion. (See Note 6).
 - d. Any remaining places in each band will be allocated on a random basis to primary schools with a traditional link to Sir Christopher Hatton Academy (see Note 7).
 - e. Other children.



If there are remaining places after the Aptitude and Fair Banding allocations, then criterion 4 and 5 will apply.

4. Attendance at a primary school that has traditional links to Sir Christopher Hatton Academy (Note 7)
5. Other children.

Allocation of places

In all criteria where there are more applicants than available places, priority will be determined through a process of random allocation. Names of applicants will be selected at random in the presence of an independent observer.

Notes

1. Looked after Children and Previously Looked After Children

A looked after child is one who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions at the time of making an application to the school.

A previously looked after child is a child who was looked after but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order.

2. Aptitude test in ICT

As a Specialist Mathematics and Computing Academy, the Board of Directors have decided that 10% (21) of places are allocated on the basis of aptitude in Information Technology established by tests taken at the academy. Applicants are invited to take the aptitude assessment at the academy on Saturday November 26th or Saturday December 3rd 2016. Applications for the aptitude test are available on the website and in the Academy prospectus or by contacting our reception. Applications must be received at the Academy by October 31st 2016 using the supplementary form available on the academy website or from the academy reception. This form does not replace the Local Authority application requirements. These places will be allocated using the ICT aptitude. Applications can be for both the aptitude test and the fair banding allocation as these are different criteria.

3. Fair Banding applications

All children under criteria 3 (i.e. 3a, 3b, 3c, 3d, 3e) will be required to undertake a cognitive ability test. The test will be used to place all applicants into five equal bands based on the results of the test, and places will be allocated equally to each band. **Children who take the test will be given priority over children who do not.** Applicants are invited to take the test at the academy on Saturday November 26th or Saturday December 3rd 2016. Applications to take the banding test must be completed on the supplementary form available on the Academy website or from the academy reception and returned to the academy by October 31st 2016 at the latest. This is in addition to the Local Authority application form which is to be submitted to the Local Authority by that date.

4. Children of employees

Priority will be given under this criterion where:

- The member of staff has been employed at the school for two or more years at the time at which the application for admission to the academy is made, or
- The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.



5. Sibling Link.

The presence of an elder brother or sister at Sir Christopher Hatton Academy at the time of the pupil's intended admission. For the purposes of this criterion, 'sibling' is taken to include a stepbrother/sister, half-brother/sister, or child who is adopted or fostered, in all cases provided they are living at the same address.

6. Trust Primary schools

The Directors have agreed to give a preference of 25 fair banding places to primary schools in Hatton Academies Trust. These are local schools that have developed closer links with the Academy than other primary schools through shared staff, events and services.

7. Schools with traditional feeder links

All Saints CE Primary School; Croyland Primary School; Earls Barton Junior School; Freemans Academy; Great Doddington Primary; Little Harrowden Community Primary School, Mears Ashby CE Endowed Primary; Park Junior School; Redwell Primary School; Oakway Academy; Our Lady's Catholic Junior School; Wilby Church of England Primary School, Victoria Primary Academy; Ecton Village Primary Academy.

Further information

Application forms

Application forms for the Aptitude test and Fair Banding allocation are available on the Academy website and in the prospectus. Alternatively a copy can be requested by contacting the Academy reception. They must be returned to the Academy by 31st October 2016 at the latest. The dates for the tests are Saturday November 26th or Saturday December 3rd 2016.

Students applying for the places through the aptitude test or the fair banding approach must complete a supplementary form and submit this to the Academy. The test dates are published in the prospectus and on the academy website.

Appeals

If for any reason a pupil is not offered a place at Sir Christopher Hatton Academy, the parents or carers may appeal in writing to the Academy c/o Assistant to the Board of Directors. They will, in due course, be invited to state their case before an Independent Admissions Appeals panel.

Address

The address given must be where the child and parent / carer live permanently. It should not be the child minder's, grandparent's or other relative's address. If parents share custody of a child, then we may request to see the court order, child tax credit letter, child benefit letter, medical card or other evidence to establish where the child is resident for the majority of the time during the weekdays.



Waiting list

The academy will maintain a waiting list for the first term of the academic year of year 7 admission. **Any parent wanting their child to be included on the waiting list should contact the academy to request this.**

The position on the waiting list will be determined by the priority order of the admission policy and nothing else.

Where a place becomes available in the relevant year, an offer will be made to the child who has highest priority in the waiting list. The position on the waiting list may change. They may move up or down each time a child is added or removed, or when the change in circumstances of the child requires him/her to be considered against a different priority order of the Academy's oversubscription criteria.

Parents are advised to contact the Academy, if they want their child's details to be kept on the waiting list, from the spring term onwards.

Withdrawing an offer of a place

The Academy reserves the right to withdraw an offer of a place if it was made in error, a parent fails to respond to the offer of a place within a reasonable period of time, or it is established that the offer of a place was obtained through a fraudulent or misleading application. Where a parent fails to respond to the offer of a place, the Academy will give the parent a further opportunity to respond and explain to them that the offer of a place will be withdrawn unless they respond by the specified date. Where an offer of a place is withdrawn on the basis of misleading information, the Academy will consider the application afresh, and will offer a right of appeal if admission cannot be offered.

Admission of children outside their normal age group

As a general rule, the Academy would expect children to be educated in their normal age group. Parents of gifted and talented children, or those who have experienced problems or missed part of a year, for example due to ill health, may decide to seek admission to a year group outside their child's normal age. The Academy will make a decision based on the circumstances of each case and will advise parents of the information they are required to submit with their application. In some certain circumstances the Academy may determine that a child is to be educated in another year group apart from their age range. Any such decision will be determined on educational grounds and will be a condition of admission to the academy.

Open Weeks and Evening

The Academy is open to visits by appointment from Monday October 3rd to Thursday October 20th 2016. Open Evening is Tuesday October 11th 2016.