



BEECHEN CLIFF

Admissions Policy - September 2019

1. Introduction

Beechen Cliff School is compliant with the School Admissions code issued by the Department of Education in December 2014. Beechen Cliff School is an academy, the responsibility for admissions falls to the Academy Trust. The purpose of the code is to ensure that all school places are allocated and offered in an open and fair way. In drawing up the admissions arrangements, the school ensures that the practices and criteria used to decide the allocation of school places are fair, clear and objective.

Eligibility - nationality In order to be eligible for admission to the School, prospective pupils/students (or their parents/carers) must have full UK citizenship or citizenship of another member state of the European Union or European Economic Area or Switzerland, or have other legitimate residential status within the UK which confers the right to education at public expense. The school may require proof of eligibility before processing an application.

Boarding Places Beechen Cliff School is principally a day school but has a small number of boarding places available for all years.

Categories of Admission

In Years 7 to 11 only boys are admitted to the School. In the Sixth Form both boys and girls are admitted.

Year 7 - Day Places The School has a published admission number (PAN) of 162 for Year 7 day pupils. If the School decides that it is able to admit Year 7 day pupils above its PAN, it will notify the local authority in good time to allow the local authority to deliver its co-ordination responsibilities effectively.

Year 7 - Boarding Places In addition to the Year 7 day pupils, a PAN of 7 places will be allocated to boarders in Year 7, subject to availability and the additional requirements in Appendix 1. A shortfall in boarding places taken by Year 7 pupils will not make additional day places available.

Sixth Form - Day Places The current PAN will be 200 for entry to the Lower Sixth. At least 20 students from other schools will be admitted. Students in excess of this number may be admitted if places are available.

Sixth Form - Boarding Places In addition to the day students the School will admit up to 4 boarders into the Sixth Form, subject to availability and the additional requirements in Appendix 1. The Governing Body may admit students in excess of this number to fill boarding vacancies.

Other years - Day and Boarding Places

Places are occasionally available in other year groups where a pupil/student has withdrawn from the School, but there is no guarantee that such places will be available in any particular year.

Admissions criteria

Co-ordinated Admission of Pupils - Years 7 to 11 Day pupils

Pupils will be admitted at age 11 without reference to ability or aptitude. The number of intended admissions for the year commencing 1 September 2019 will be 162 day places. Pupils with an Education Health Care Plan which names the school will be admitted which will reduce the number of available places under the school's published admission number.

Beechen Cliff is an Academy and admission is the responsibility of the Governors. All applications for the new Year 7 intake must be submitted to the child's home Local Authority (LA) by the closing date of 31st October 2018. Parents can use their LA's online application form or complete the Local Authority Common Application form (CAF).

Where applications for admission exceed the number of places available, all applications will be considered equally and the following criteria will be applied at the closing date for applications, **Midnight, Wednesday 31 October 2018**, in the order set out below, to decide which children to admit.

PRIORITY A Looked after Children - A "looked after" child who was previously looked after but immediately after being looked after became the subject to an adoption, child arrangements or special guardianship order. A looked after child is a child who, at the time of application 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 service functions (section 22(1) of the Children Act 1989 applies).

PRIORITY B Where the applicant has a brother or sister, half-brother or half-sister, or step brother or step sister living at the same address for the majority of his/her time (more than 2.5 school days per week) and currently attending Beechen Cliff School and who will be in attendance at the time of application to the school (31st October 2018).

PRIORITY C Children of staff at Beechen Cliff school, in either or both of the following circumstances,
a) where the member of staff has been employed by the school for two or more years at the time at which the application is made, and/or
b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

PRIORITY D Beechen Cliff will admit up to 12 applicants into Year 7 who have aptitude in sports. Evidence of this aptitude will be provided via an annual assessment event to which all those who have applied for a place under Priority D will be invited. Applications for entry into Year 7 based on sporting aptitude must be made via a separate form which can be found in Appendix 5 or on the school website. This must be returned to the school on the date indicated on this form. Applicants should indicate on the LA CAF that an application to the school has made under this priority alongside a second priority.

PRIORITY E Within the Bath City boundary after the allocation of places under Priorities A to D, 80% of the remaining places will be allocated. This will be split according to demographic information provided by the Local Authority and will be amended to reflect a fair distribution of places. For admission in September 2019, 38% of the remaining place will be allocated to applicants living North of the River Avon and 42% of the remaining places to applicants living South of the River Avon. The split will be reviewed annually and amended if appropriate to reflect demographic data which will be obtained from the

Local Authority. If there is an under subscription in either the North or South of the River then any places unfilled by those living on one side of the river will be transferred to the other. A map of the Bath City boundary can be found in Appendix 1. If there are any places remaining due to under-subscription after allocation within Priority E, surplus places would be allocated to Priority F.

PRIORITY F 20% of remaining places will be allocated to boys living beyond the Bath City boundary'.

To be considered under the above priorities parents/carers must have named the school as a preference. Under the above criteria all preferences are considered equally. If an applicant qualifies for more than one school they will be offered their **highest preference as stated on their application form**. This includes the higher preference between a boarding and day place if both applied for.

DISTANCE FROM THE SCHOOL If under the above criteria any single category resulted in oversubscription, priority would be given to those children living nearest the school as measured in a straight line from the address point of the child's home to the address point of the school as defined by the Local Land and Property Gazetteer. Measurements will be determined using the Local Authority's GIS computerised mapping system.

MULTIPLE BIRTHS In the event of a school being over-subscribed where the applicant for the final qualifying place(s) available within the admission number is the parent/carer of twins/triplets or other multiple births, Beechen Cliff School will breach the admission number to allow these children to be offered places.

FOR ADMISSION PURPOSES, THE LA ADMISSION AUTHORITY WILL CONSIDER THE HOME ADDRESS TO BE:

The address at which the child concerns is living, at the time of application, for more than 2.5 school days per week, with the person(s) who has legal responsibility for the child. This address should be clearly stated on the application form.

Where the child will be moving to a new home address and the parent wishes this to be taken into account, one of the following documents, depending on the circumstances of the case must be made available at the time of application.

- A legal "exchange of contract" which confirms the purchase of the property
- A copy of the formal tenancy agreement (Minimum six month term signed and dated by the applicant and the landlord for the property)
- Where the child will be living at an address other than the parental family home, for more than 2.5 school days per week(for example; with an extended family member, or in emergency or other accommodation) - A formal written letter, signed and dated by the person responsible for the address in question. This must explain the living/care arrangements for the child and state how long these arrangements are expected to remain in place.
- For children of UK service personnel with a confirmed posting to the area or Crown servants returning from overseas, an official letter confirming a relocation date and unit postal address or quartering area address.

TIE BREAKER Where two or more children are assessed as exactly equal and it cannot be otherwise determined which child has the higher priority for a school place or a position on the waiting list, the order of priority will be determined by the drawing of lots for these children. Where required, this will be conducted on the school premises by someone entirely independent of the school admissions process and the Chair of Governors will observe the process.

WAITING LISTS

Under the Bath and North East Somerset LA's secondary coordinated scheme, any parents refused a place for the new Year 7 intake may ask for their child's name to be on the waiting list where the name will remain until 31st December in the academic year. During that time, they would be re-considered by the school under the admissions criteria laid out above, for any place that became available within the Admission number and alongside any parents who have lodged an appeal or any later applications received. Please note, however the children who are subject of a direction by a LA to admit or are allocated to the school with a Fair Access Protocol must take precedence over those on a waiting list. Each added child requires the list to be ranked again according to the published oversubscribed criteria. Priority is not given according to the order in which applications are received.

Late Applications

Late applications will be made via the Local Authority who will inform the school after all on-time applications have been made. Late applications will then be admitted, if there is a place, or added to the waiting list in criteria order, if requested.

Applications from Over or Under Age applicants

The School will not normally admit a pupil other than into his chronological year group. However, in exceptional circumstances the Governors will consider applications on a case by case basis for "retained" or "accelerated" entry in circumstances where parents would like their child to be admitted to a year group either side of the chronological year group. Children must be of statutory school age when applications are made. The reasons for the request must be fully explained in writing and included with the school application form. A child admitted under these circumstances will be subject to an annual review to determine whether the retention or acceleration should continue or if the child return to their chronological age group.

APPEALS

If an application for a place at Beechen Cliff School is turned down, parents have the right of appeal to an Independent Appeal Panel who may decide to allow the pupil to be admitted. Parents will be informed that, if they wish to appeal, they must set out the grounds that form the basis of this appeal in writing.

IN YEAR APPLICATIONS

Applicants should apply to the school on the school application form which is available directly from the school website or Admissions Officer. Any parent can apply for a place at any school, at any time.-outside of the normal admissions round.

Waiting lists are not maintained for candidates who are unsuccessful in obtaining a Main School place outside Year 7.

Admission Criteria: Day Students – Sixth Form

Beechen Cliff Sixth Form is co-educational and highly successful.

- Minimum entry requirements are needed to obtain a place. Up to four advanced level subjects, and for many the Extended Project Qualification (EPQ), will be studied for the two years. If required, students will have to retake English and Mathematics GCSE.
- All students who join the Sixth Form will have access to our Future Horizons programme of careers and higher education guidance. This includes UCAS, Oxbridge and Medicine applications support and non-university destinations advice and guidance.
- All students will also have access to the school's Super and Extra Curricular programmes.
- Prospective students will be given the opportunity to visit the school and attend a meeting at which their options will be discussed
- Application deadline midnight, Friday 14th December 2018.
- Students will be contacted in writing confirming an offer of a place, subject to gaining the agreed qualifications, within six weeks of the arranged meeting date
- Once students have accepted a place, it is secure and the School is committed to the student.
- As part of the Bath Schools Alliance, there is collaboration between Beechen Cliff and Hayesfield Schools which enables students the opportunity to study a wider choice of subjects and options.
- The intended admission number is 200, of these at least 20 will be offered to external students.

Minimum Entry Requirements:-

- The minimum entry requirement onto the A Level programme is 5 GCSEs at Grade 6 including at least a Grade 4 in English Literature or Language and Mathematics. Students will also have to obtain at least a Grade 6 in the subject (or related subjects) of the chosen A Level subject, with individual subject details given in the Sixth Form Prospectus.

In the event of the courses being oversubscribed, the following criteria would be applied to determine admission.

1. 'Looked after children and previously looked after children': this is defined as a boy or girl who is in the care of a Local Authority or provided with accommodation by that authority or who was previously looked after, but ceased to be so because they were adopted, became subject to a residence order or special guardianship order (see Section 22 of the Children Act 1989).
2. Beechen Cliff students who meet the entry requirements
3. Offers of places to external applicant will be made based on predicted GCSE performance.

WAITING LIST - The Governing Body does not consider it in the best interests of students for them to commence their Sixth Form studies later than three weeks after the beginning of the Autumn Term.

Admission Criteria: Boarding Pupils – Year 7

These criteria apply for Year 7 boarding places. Up to 7 places may be taken by boarders in Year 7, subject to availability.

Where applications for admission exceed the number of places available, all applications will be considered equally and the following criteria will be applied at the closing date for applications, **Midnight, Wednesday 31 October 2018**, in the order set out below, to decide which children to admit.

PRIORITY A Looked after Children - A “looked after” child who was previously looked after but immediately after being looked after became the subject to an adoption, child arrangements or special guardianship order. A looked after child is a child who, at the time of application 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 service functions (section 22(1) of the Children Act 1989 applies).

Pursuant of their responsibilities under the Children Act 1989, the Governors will not admit pupils who cannot satisfy them that they are suitable for boarding whether or not they are looked after by a local authority or were previously looked after by a local authority.

PRIORITY B Where the pupil satisfies the School that they have a significant degree of boarding need as defined in the School policy. Within this category, priority is given to the children of members of HM Forces who are entitled to a Ministry of Defence subsidy for boarding places. Please refer Appendix 2 for further details.

PRIORITY C Where the boy has a brother or sister, half brother or half sister, or step brother or step sister living at the same address for the majority of his/her time (more than 2.5 school days per week) and currently attending Beechen Cliff School and who will be in attendance at the time of application to the school (31st October 2018).

PRIORITY D Children of staff at Beechen Cliff school, in either or both of the following circumstances,
a) where the member of staff has been employed by the school for two or more years at the time at which the application is made, and/or
b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

PRIORITY E Within the Bath City boundary after the allocation of places under Priorities A to D, 80% of the remaining places will be allocated. This will be split according to demographic information provided by the Local Authority and will be amended to reflect a fair distribution of places. For admission in September 2019, 38% of the remaining place will be allocated to applicants living North of the River Avon and 42% of the remaining places to applicants living South of the River Avon. The split will be reviewed annually and amended if appropriate to reflect demographic data which will be obtained from the Local Authority. If there is an under subscription in either the North or South of the River then any places unfilled by those living on one side of the river will be transferred to the other. A map of the Bath City boundary can be found in Appendix 1. If there are any places remaining due to under-subscription after allocation within Priority E, surplus places would be allocated to Priority F.

PRIORITY F 20% of remaining places will be allocated to boys living beyond the Bath City boundary’.

To be considered under the above criteria parents/carers must have named the school as a preference. Under the above criteria all preferences are considered equally. If a pupil qualifies for more than one school they will be offered their **highest preference as stated on their application form**. This includes the higher preference between a boarding and day place if both applied for.

There is a different procedure for the admission to school for children with Educational Health Care Plans: it is administered by the Local Authority (LA) in whose area the family lives. The LA is responsible for issuing the Plan and consulting parents and the Governing Body of Beechen Cliff School, before the school is named in the Plan. If the school is named, the child will be admitted subject to suitability to boarding.

WAITING LIST - BOARDING PLACES

Applicants who are unsuccessful in obtaining a boarding place will be maintained on a waiting list, if parents request it, after the allocation of places has been made and confirmed. The allocation of places from the waiting list follows the procedure set out in Appendix 1.

Admission Criteria: Sixth Form - Boarding

The minimum entry requirement onto the A Level programme is 5 GCSEs at Grade 6 including at least a Grade 4 in English Literature or Language and Mathematics. Students will also have to obtain at least a Grade 6 in the subject (or related subjects) of the chosen A Level subject, with individual subject details given in the Sixth Form Prospectus.

Where applications for admission exceed the number of places available, all applications will be considered equally and the following criteria will be applied at the closing date for applications, **Midnight, 31 December 2018**, in the order set out below, to decide which students to admit.

Priority One 'Looked after children and previously looked after children': this is defined as a boy or girl who is in the care of a Local Authority or provided with accommodation by that authority or who was previously looked after, but ceased to be so because they were adopted, became subject to a Child Arrangement or special guardianship order (see Section 22 of the Children Act 1989).

Pursuant of their responsibilities under the Children Act 1989, the Governors will not admit pupils who cannot satisfy them that they are suitable for boarding whether or not they are looked after by a local authority or were previously looked after by a local authority.

Priority Two Where the pupil who satisfy the School that they have a significant degree of boarding need as defined in the School policy. Within this category, priority is given to the children of members of HM Forces who are entitled to a Ministry of Defence subsidy for boarding places.

Priority Three Boys who are transferring from a boarding place in Year 11 at Beechen Cliff School who have met the criteria.

Priority Four Boys from other schools. Those potential Sixth Form students will be able to take up the remaining boarding places in the Lower Sixth. Potential AS level Sixth Form students will be ranked according to predicted GCSE performance.

NOTE In February 2019 all applicants will receive notification of provisional places or their place on the waiting list. Final confirmation of places will take place in August 2019 following the confirmed results at GCSE.

*Prospective students should have regard to the Sixth Form prospectus to ascertain the particular subject requirements.

How to make an Application - see attached flow chart (Appendix 4)

Applications for Day Places at Year 7

Applications for admission as a day pupil must be made on the Common Application Form (CAF) of the Local Authority .

The School requires a supplementary Sporting Aptitude Form if the admission is sought on the basis of Sporting ability. This form is available from the School website or by contacting the School directly. Completed forms must be returned **to the School**, by the date specified. A copy of the form is found in appendix 5.

Applications for Boarding Places at Year 7

Applications for a boarding place from **residents in England** must be made on the Common Application Form (CAF) of the home Local Authority and **submitted to them as instructed**. These forms are usually made available automatically to the parents of Year 6 pupils in the Local Authority primary schools. Parents/carers of children attending an independent school or who live outside England, or in areas where the normal age of transfer to secondary schools is not Year 7, should request a CAF from the Local Authority.

The School also requires a Boarding Application Form to be completed. This form is available from the School website or by contacting the School directly. Completed forms must be returned **to the School**, by the date specified.

Applications for Main School Places, other than at Year 7

Applications for a place must be made directly to the School. For Day Places application is made on the School Application Form. For Boarding Places application is made on the Boarding Application Form. These forms are available from the School website or by contacting the School directly. Completed forms must be returned **to the School**, who will respond to the applicant's parents/carers directly. In accordance with the Schools Admission Code 2014, the School will advise the local authority of each application received and the outcome of that application at the end of each term.

It should be noted that pupils are not normally admitted to Year 11.

Joint Day and Boarding Applications for the Main School

Applicants may make separate applications for both a boarding and a day place using the forms identified above. But for Year 7 places they must rank the two applications on the Local Authority CAF Form.

As boarding and day place applications are considered separately, the outcome of the higher ranked option cannot be jeopardised by the outcome of the lower. However, parents should not apply for a boarding place for their son unless they are prepared to take up and pay for the boarding place if it is offered to them. It should be remembered that the allocation of a boarding place at the School will mean that no other place can be offered at any state school as part of the co-ordinated admissions arrangements for Year 7 places.

Applications for Main School Boarding Places from Outside England

For Year 7 admission all applications must be made via the Local Authority for co-ordinated admissions. If not a Year 7 admission and where a boarding applicant is resident in Scotland, Wales, Northern Ireland, the Channel Islands, the Isle of Man or overseas, the application must be made directly to the School using the Boarding Application Form only.

Applications for Sixth Form - Boarding or Day Places

All applications for places in the Sixth Form are made directly to the School.

For Day Places application is made on the School Sixth Form Application Form. For Boarding Places application is made on the Boarding Application Form. These forms are available from the School website or by contacting the School directly. Completed forms must be returned **to the School**, who will respond to the applicant's parents/carers directly.

The minimum entry requirement onto the A Level programme is 5 GCSEs at Grade 6 including at least a Grade 4 in English Literature or Language and Mathematics. Students will also have to obtain at least a Grade 6 in the subject (or related subjects) of the chosen A Level subject, with individual subject details given in the Sixth Form Prospectus.

The School will make alternative arrangements to ascertain whether or not an applicant has attained a level equivalent to the minimum requirement where the applicant has been educated in an overseas education system which does not offer an equivalent to the GCSE.

Applicants may apply for both a boarding and a day place in the Sixth Form. In the event that the applicant qualifies for both places, he/she will be invited to decide by a given deadline which place he wishes to hold. If no decision is forthcoming, the School reserves the right to withdraw one of the places at its discretion in order that other applicants are not disadvantaged. **Please Note** - boarding is only available to boys at present.

Year 11 pupils must apply to return to the Sixth Form. Provided that they meet the minimum GCSE attainment standard and the particular requirements for their proposed courses they will automatically be given a place, **unless** they also wish to transfer from boarder to day student or vice versa, in which case there is no automatic transfer and the criteria set out in the oversubscription criteria above apply.

It should be noted that students are not normally admitted to Upper Sixth.

Appendices

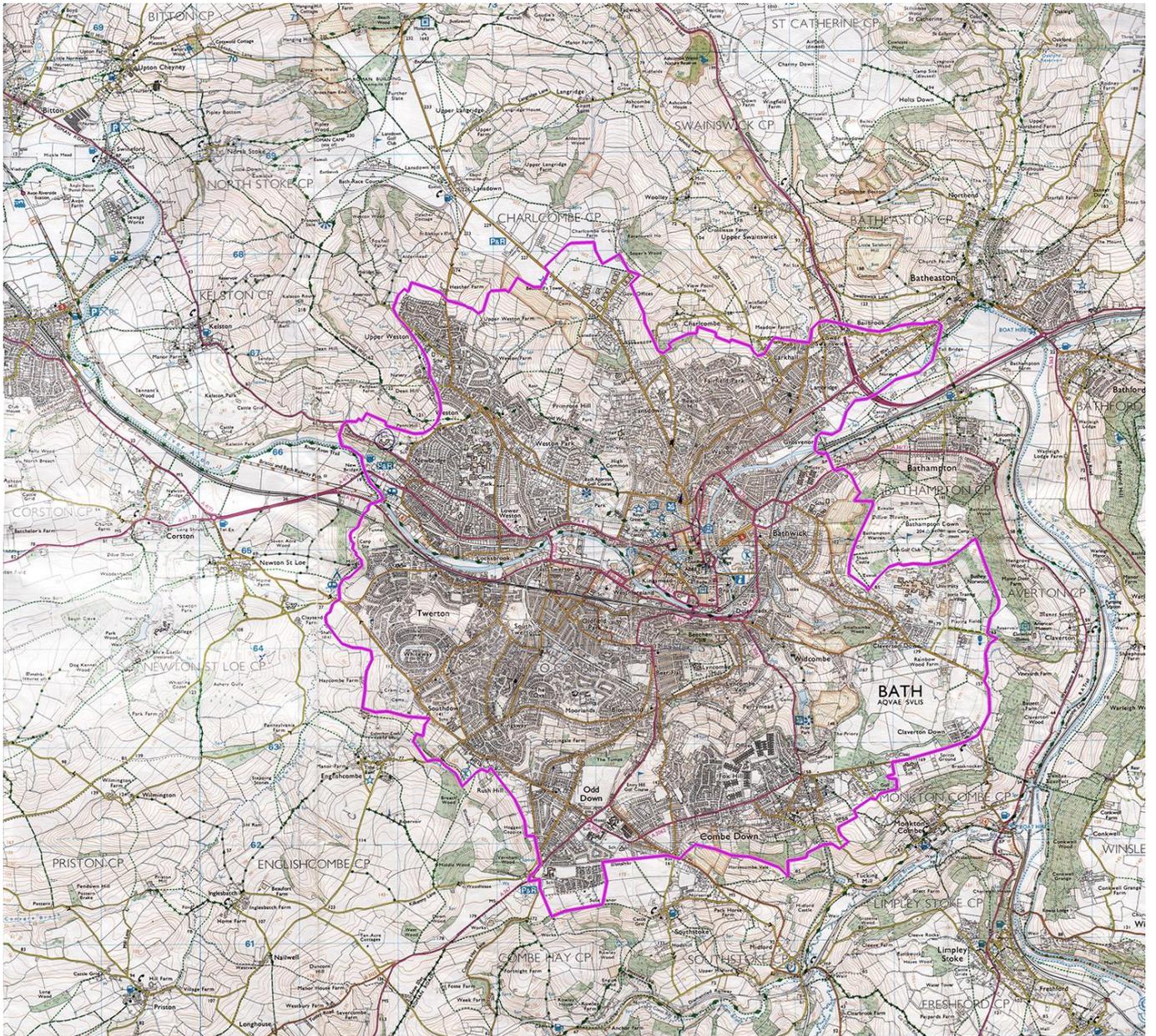
Appendix 1: CITY OF BATH MAP indicating boundary of BA1 and BA2 places

Appendix 2: Additional requirements for admission as a Boarder - Main School and Sixth Form

Appendix 3: Transfer to Sixth Form and between Boarder and Day pupil status

Appendix 4: Flow chart for application process

Appendix 5: Sporting Aptitude form 2019 entry (Year 7 only)



Contains OS data © Crown copyright and database right 2018 Ordnance Survey (100025252).

Appendix 1: Bath City Boundary map

The boundary is indicated by the reline on the map above. The River Avon is used to indicate the divide between North and South.

Appendix 2 : Additional requirements for admission as a Boarder - Main School and Sixth Form

Boarding provision is subject to the School Boarding Agreement and a fee is payable by parents. Parents who are entitled to claim Working Tax Credit are able to claim the boarding fee against the childcare element of their tax credits.

Pursuant of their duty to safeguard and promote the welfare of all boarders under section 87 of the Children Act 1989, the School will not admit any child to the School as a boarder unless the School is satisfied that he/she is **suitable to board**. Applicants for boarding places are assessed to determine their suitability for boarding. The assessment includes the following:

- ❖ An interview
- ❖ A reference from the applicant's present school and/or a previous school (where the candidate is not currently at school or has recently changed school)
- ❖ Consideration of any other information that the parent/carer of the applicant may wish to provide to support the applicant's application or which may be provided at the request of the parent/carer by another person
- ❖ Information provided by a Local Authority (or equivalent authority outside England and Wales), where relevant

In determining whether or not an applicant is suitable to board, the School has regard to the following questions:

- Does the applicant wish to board?
- Does the applicant have experience of staying away from his parents/carers whether or not he/she is currently a boarder?
- Does the applicant show evidence of self-reliance and independence?
- Does the applicant show evidence of understanding and relishing the challenges of a communal life?
- Does the applicant show understanding of the responsibilities of a member of a boarding community?
- Is there any medical or psychological reason why boarding would not be appropriate, or any need that could not be met by reasonable adjustment to the boarding accommodation, routine and practice?

The School will inform the parents of applicants whether or not their son is considered suitable for boarding as soon as possible after the process has been completed. Candidates who are considered suitable for boarding are then allocated places according to the published oversubscription criteria.

Significant degree of Boarding Need

In the Admission Criteria for one of the priority categories in the event of oversubscription is that an applicant has a significant degree of boarding need. To determine this, the School will have reference to the following. In each case, it is the responsibility of parents/carers to provide the information required to enable the School to make a determination. In particular, the names and contact details of an appropriately qualified person from whom the School may seek corroborating evidence must be given.

The School may consider that a candidate has a significant degree of boarding need if:

EITHER

The candidate satisfies at least ONE of the following criteria in that:

		Appropriate person to provide corroboration
1	His main parent/carer is, or will be at the date of admission, a member of HM Armed Forces liable for deployment overseas (whether or not eligible for receipt of the Continuing Education Allowance) or frequent changes of posting within the UK	Commanding Officer or other authorised Service Office
2	His main parent/carer is, or will be at the date of admission, serving with or for the Foreign and Commonwealth Office or other UK Government Department on terms which may include either deployment overseas or frequent changes of posting within the UK	Line Manager or Head of Department/Service
3	His parent/carer is, or will be at the date of admission, serving with or for an institution of the European Union, United Nations or other international body of which the United Kingdom is a member	Line Manager or Head of Department/Service
4	His main parent/carer is, or will be at the date of admission, employed by a UK based company which requires the parent to travel overseas or be resident overseas for a period of more than one month per year.	Line Manager or Head of Department/Service
5	He is the subject of a voluntary agreement between the School and a Local Authority or Charitable Trust to provide a boarding place for reasons of boarding need.	LA Lead Professional or Trust Officer
6	His home is in a remote rural location and appropriate education is not available within a reasonable daily travelling distance	Current Headteacher or LA Officer
7	His home is in a remote rural location and he/she lacks social interaction with children or the same age/or gender	Headteacher or LA Officer
8	He is a member of an elite sporting academy supported by the Governing Body of a recognised sport and requires a boarding place to participate in that school's programme	Officer authorised by the sport Governing Body and School

OR

2. The candidate satisfies at least TWO of the following criteria in that:

		Appropriate person to provide corroboration
1	He is in the care of a grandparent or other person, whether or not a relative, other than his/her natural parent, step parent or adoptive parent	Teacher, Medical Practitioner, social worker or other professional person who knows the family
2	His main or only carer has been the victim of a serious crime or reasonably fears that he/she may become a victim of a serious crime	Police Family Liaison Officer or social worker
3	His main or only carer has been diagnosed with a medical or psychological condition which is life threatening or which seriously impairs the carer's ability to care for the applicant	Medical Practitioner or social worker
4	His main or only carer also has the main responsibility for the care of another member of the applicant's close family or household who has been diagnosed with a serious medical or psychological condition and the care of whom seriously impairs the carer's ability to care for the applicant	Medical Practitioner or social worker
5	His home circumstances prevent social interaction with children of the same age and/or gender	Teacher, Medical Practitioner, social worker or other professional person who knows the family
6	He has a particular gift or talent which can be developed at Beechen Cliff School but not in his/her home area	Teacher, sports coach or similar person who knows the applicant and his/her circumstances
7	He is homeless	Teacher, Medical Practitioner, social worker or other professional person who knows the family
8	His main or only carer is a lone parent/carer.	Teacher, Medical Practitioner, social worker or other professional person who knows the family

Waiting lists for boarding

Any places that become available are allocated to those waiting as follows:

Sixth Form Places

- a. Until 30 September of the year in which admission was sought, places are allocated according to oversubscription criteria. No other applicants will be considered until these applicants have been made offers.
- b. From 1 October of the year in which admission was sought, places are allocated according to the stated oversubscription criteria at the point when a vacancy arises and new applicants will be considered alongside any still on the waiting list. The Governing Body does not consider it in the best interests of students for them to commence their Sixth Form studies later than three weeks after the beginning of the Autumn Term.

For Other Places

- a. Unsuccessful applicants who applied by the stated closing date are maintained on a waiting list together with any late applicants.
- b. If further vacancies arise after the offer date, all applicants who applied, whether within the deadline or late, are considered, and offers will be made in accordance with the oversubscription criteria at the time the vacancy occurs. Thus, an applicant's place on the waiting list can alter if other applicants with a higher priority under the School Admissions Criteria come onto the waiting list.

Waiting lists are maintained for one year from the September of the year in which admission was originally sought. Applicants judged to be unsuitable for boarding will not be kept on a waiting list for boarding places. They may, however, reapply and be reassessed for any subsequent year of entry.

Appendix 3: Transfer to Sixth Form and from Boarder to Day pupil status or vice versa

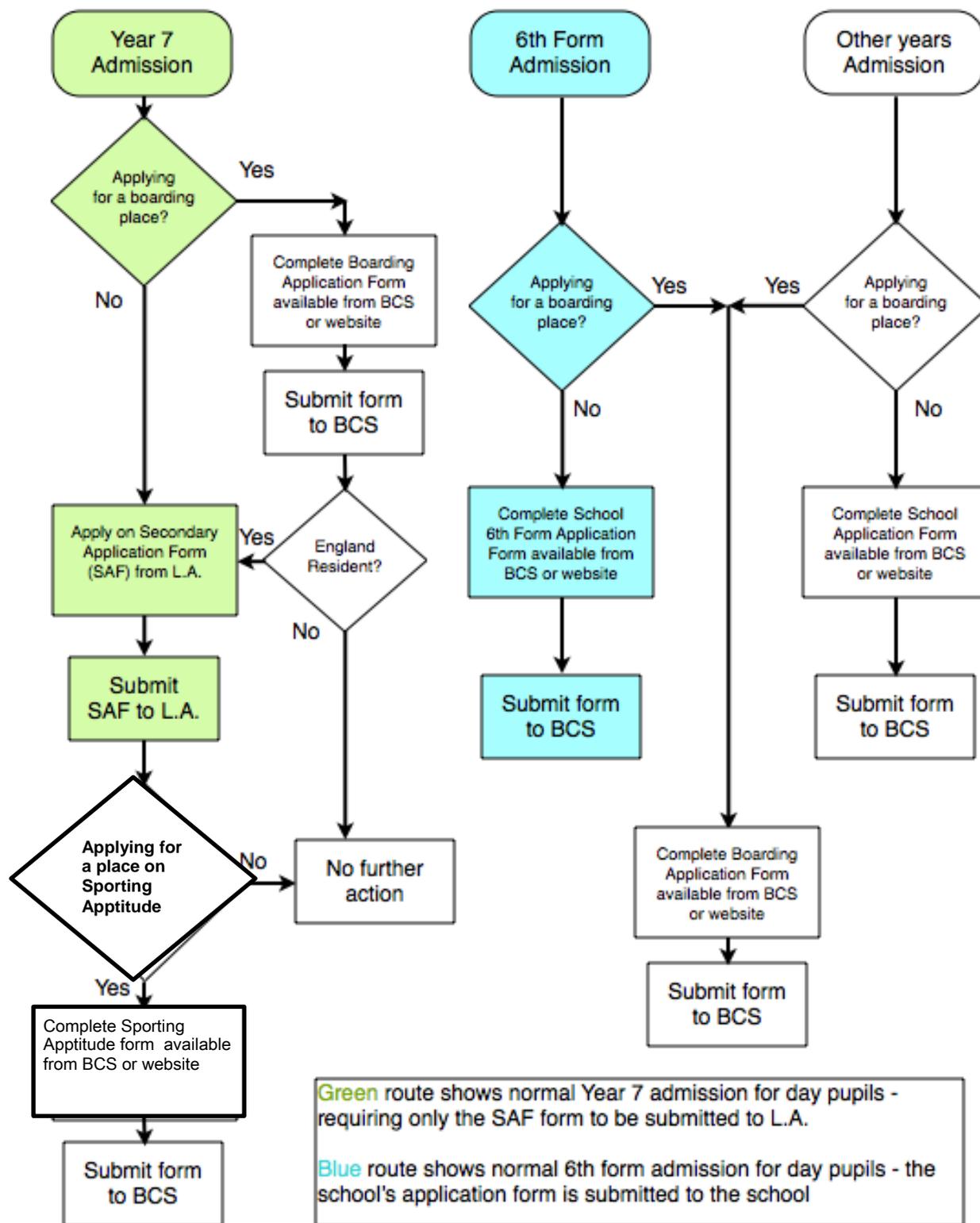
The following procedures and conditions apply to those wishing to change from Boarder to Day pupil at the time of seeking entry to the Sixth Form.

Those admitted as day pupils may transfer to take up a vacant boarding place provided that they are judged to be suitable to board. Those transferring from day pupil status have Priority 3 for boarding places, after Looked After Children and those with boarding need.

Those admitted as boarders may apply to transfer to day pupil status at the beginning of the Lower Sixth by making a written application by the published date. They take Priority 2 for day pupils places, after Looked After Children.

There is no facility for the routine change of status from boarder to day pupil at any other time. However, the parents of a boarder are free to apply for a day place should a vacancy occur after their son has joined the School. Boarders seeking to transfer status do not have any priority for day places except when joining Lower Sixth.

Appendix 4 Admissions process flow chart





BEECHEN CLIFF

SPORTING APTITUDE FORM

Year 7 2019 entry only

Pupil's Surname (in block letters) _____

First Names _____

Date of birth _____

School Attending _____

Full Names of Parent/Carer:
(please indicate: Mr/Mrs/Ms/Miss) _____

Address & Postcode

Telephone Number _____

Relevant Medical Information _____

Parent/Carer signature _____

Please Print Name

Please indicate involvement in preferred activity, providing details of grades/awards where applicable

Pupils will be invited to attend a Sports Evening on **Friday 16th November 2018 from 4pm – 6pm at Beechen Cliff** in which baseline testing will take place. Baseline testing is a generic set of tests that are non-specific to any one particular sport.

The completed form should be returned to Mrs S Davies, Admissions Administrator, Beechen Cliff School, Kipling Avenue, Bath BA2 4RE or email: Sue.Davies@beechencliff.org.uk before **Friday, 26th October 2018**. Parking is restricted in the school, if parking in the Avenues please park courteously, respecting the residents access to their properties.

Please note: Applications received after this date may not be included.

Headmaster: Mr A Davies

Kipling Avenue, Bath, BA2 4RE

tel: (01225) 480466 email: headmaster@beechencliff.org.uk web: www.beechencliff.org.uk