

The IKB Studio School

Admissions Policy

The IKB Studio School (“The School”)

LA – Local Authority

WMAT –The Wellsway Multi Academy Trust (“The Trust”)

DfE - Department for Education

The IKB School offers a real choice within Bath and North East Somerset and adjoining regions as an alternative to existing provision. IKB School gives young people in years 10 to 13 an opportunity to shine based on their real abilities, passions and interests. IKB provides Learning routes for young people enabling them to pursue their professional areas of interest and be fully equipped for the most competitive opportunities at University, in apprenticeships or at work. The School curriculum will focus on 4 key pathways: Architecture and the Built Environment; Digital Engineering; Design Engineering; Science and Medicine; combining, where appropriate, academic pathways with vocational learning. The key objective of IKB is to offer a high quality curriculum and qualifications which meet University and employer demands and equip all students with the employability skills so needed in the current and future employment arena. The curriculum will offer progression routes through 14-19 and beyond.

The pathways create a distinctive ethos for the School, ensuring that creativity, risk taking, team work, problem solving and a 'passion for learning' drive standards. Project based learning pedagogies underpin innovative delivery of the curriculum across all pathways. Students' experiences will bridge academic and practical studies through project-based learning, weekly industry standard work experience, e-learning and enterprise programmes.

Our Admissions Policy reflects these aspirations.

The IKB Studio School will provide places for young people aged 14-19 and the admission arrangements for the year groups 10 and 12 are set out below.

The IKB Studio School is committed to straightforward, open, fair and transparent admissions arrangements. The School will act fully in accordance with the School Admissions Code (as revised December 2014), the Schools Admissions Appeals Code and admissions law as they apply to academies.

Published Admission Number (PAN)

The School has the following published admission numbers for the year 2015/2016 and, subject to any changes approved or required by the Secretary of State, for subsequent years:

Expected Student Numbers at the IKB Studio School 2015 onwards

	2015	2016	2017	2018	2019	2020	2021
Year 10	40	70	70	70	70	70	70
Year 11	0	40	70	70	70	70	70
Year 12	60	70	80	80	80	80	80
Year 13	0	60	70	80	80	80	80
Total	100	240	290	300	300	300	300

Published Admission Numbers at the IKB Studio School 2015 onwards

	2015	2016	2017	2018	2019	2020	2021
Year 10	40	70	70	70	70	70	70
Year 12	60	70	40	10	10	10	10
Total	100	140	110	80	80	80	80

All year 11 students at the IKB Studio School will be entitled to progress to Post 16 provision, if they meet the minimum entry requirements as outlined.

If fewer pupils transfer from Year 11 to Year 12 than expected, the School will admit additional external pupils into Year 12 up to the stated expected student numbers.

Before setting a revised admission number lower than its published admission number, The Trust will consult relevant parties as required by law. Pupils will not be admitted in any year group above the published admission number for that year group unless exceptional circumstances apply. Relevant parties are listed in Paragraph 1.44 of the School Admissions Code.

PROCEDURE FOR ADMITTING PUPILS TO THE IKB STUDIO SCHOOL

Process of Application

From 2016 onwards, applications at Year 10 will be made in accordance with the Bath and North East Somerset Local Authority's co-ordinated admission arrangements and will be made on the application form administered by the local authority in which you are resident. Year 10 application forms will be made available through the school, in the school prospectus and on the school website at www.theikbstudioschool.org.uk as well as the Bath and North East Somerset Council website <http://www.bathnes.gov.uk/services/schools-colleges-and-learning/admissions-schools> or via the local authority in which you live.

The application form must be returned to the Local Authority Pupil admissions team as detailed on the application form by the closing date of 31 October 2015. Inaccurate or false information on the form could result in the place being withdrawn. We will operate in keeping with the Local Authority's Fair Access Protocol

Applications for places at The IKB Studio School Sixth Form will be made directly to the school using the application form in the school prospectus, downloaded from the school's website or available on application to the school.

The timetable for applications will be as follows:

Year 10 –For 2016 onwards, applications must be received by the local authority in which you are resident by 31st October 2015 before the year of entry.

Year 12 – applications must be received by The IKB Studio School by 28th February 2016.

Consideration of Applications

The Trust will consider all applications for places at The IKB Studio School. Where fewer than the published admission number(s) for the relevant year groups are received the Trust will offer places at the School to all those who have applied.

Admission arrangements

All Pupils with statements of Special Educational Needs where The IKB Studio School is named on the statement will be allocated a place.

Procedures where The IKB Studio School is oversubscribed for 14-16 provision:

Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below. The criteria will be applied in the order in which they are set out below:

(a) Looked after Children and previously looked after children (who are children who were looked after, but ceased to be because they were adopted or became subject to a care arrangement orders or special guardianship orders)

(b) Children with a social or medical reason – Applications must be supported by written evidence from a professional such as a doctor or social worker involved in the case must demonstrate why only this school can meet the needs of the child.

(c) Siblings of children who are still attending the school in the academic year of admission – children are siblings if they are step siblings, adopted or foster brothers or sisters living in the same family unit at the time when the child is due to start in the school.

(d) Children who are eligible for pupil premium – are registered as eligible for free school meals; have been registered as eligible for free school meals in the last 6 years; have been looked after by the local authority continuously for more than six months; have parents who are serving in the UK armed forces or who are serving in the armed forces of another nation and are stationed in England.

(e) Children residing within a 15 mile radius will be allocated a place by a random allocation method. This allocation will be overseen by an independent appointee of The IKB Studio School Trust. This means that applicants living close to The IKB Studio School do not have priority over other applicants within the catchment area. Random allocation means the school will not select children on the basis of their ability.

(f) Children residing outside the designated catchment area with priority being given to those living nearest to the School as measured in a straight line from the applicant's home address to the front gates of the School.

Other considerations within above categories

(a) Applications from sets of twins or other children from multiple births will be treated as individual applicants, this may result in one child being allocated a place under random allocation and another not. This allocation will be overseen by an independent appointee of The IKB Studio School Trust.

(b) If we are unable to distinguish between applicants on the basis of distance because they are children who are as a result of multiple births or live in the same block of flats, then the child or children who will be offered the available place(s) will be randomly selected. This allocation will be overseen by an independent appointee of The IKB Studio School Trust.

(c) Unsuccessful applicants will have a right of appeal to an independent admission appeals panel.

The Home Address

(a) The home address used on the school's admission form must be the current one at the time of application, i.e. the family's main residence where the child lives with his or her parents or legal guardians. Temporary addresses cannot be used to obtain school places.

(b) If the address changes subsequently, the parents should notify the school. Where the parents live at different addresses, and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings.

(c) If there is any doubt about this, then the address at which the child is registered and receives Child Benefit will be used. Parents may be asked to provide supporting documentation confirming receipt of Child Benefit.

(d) Where there is dispute about the correct address to use, the trust reserve the right to make enquiries of any relevant third parties, e.g. Council Tax Office, Electoral Registration Officer, utilities provider.

(e) For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

Late Applications

(a) Any applications received after the closing date of **31 October 2015** will be regarded as a 'late application'. This includes any change of preference which is received after the closing date even if the original application was an 'on time' application unless the Trust considers that there are extenuating reasons for allowing the application to be treated as if it had arrived on time. This will only apply to late applications received before **13 November 2015**. A late application will not affect the right of appeal or the right to be placed on the waiting list.

(b) Following the admissions closing date late applications will not be considered until the second round of allocations takes place **week commencing 2 May 2016**.

(c) The School will ensure that someone independent of the school supervises the random allocation process.

Post 16 admission criteria

(a) The School has specific criteria, as below, in relation to minimum academic entrance requirements for admission or transfer to Year 12 of the School. This will also be published on the school website - www.theikbstudioschool.org.uk

- The A Level pathway minimum entry requirement is 5 GCSEs at A*-C
- The Level 3 Vocational Pathways have a minimum entry requirement of 5 GCSEs grade A*-C
In addition specific subjects may have minimum Level 2 pass requirements

(b) Both internal and external pupils wishing to enter Year 12 will be expected to have met the minimum academic entry requirement. If either internal or external applicants fail to meet the minimum course requirements they will be given the option of pursuing an alternative courses for which they do meet the minimum requirements, if that course is provided by the School. When Year 12 is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted.

(c) Pupils with statements of Special Educational Needs where the IKB Studio School is named on the statement will be offered a place.

When there are more external applicants that satisfy the academic entry requirements than the number of post-16 places available the criteria will be applied in the order in which they are set out below:

(a) Looked after Children and previously looked after children (who are children who were looked after, but ceased to be because they were adopted or became subject to a care arrangement orders or special guardianship orders)

(b) Children residing within a 15 mile radius will be allocated a place by a random allocation method. This allocation will be overseen by an independent appointee of The Wellsway Multi Academy Trust. This means that applicants living close to The IKB Studio School do not have priority over other applicants within the catchment area. Random allocation means the school will not select children on the basis of their ability.

(c) Children residing outside the designated catchment area with priority being given to those living nearest to the School as measured in a straight line from the applicant's home address to the front gates of the School.

Tie Break for Post -16 students

In the event of two or more applications that cannot otherwise be separated then the child or children who will be offered the available place(s) will be randomly selected. This allocation will be overseen by an independent appointee of The Wellsway Multi Academy Trust.

The closing date for Year 12 admissions will be 28th February for September 2016. Applications received after this deadline will be considered if places are still available or if places subsequently become available at a later stage.

There will be a right of appeal to an Independent Appeals Panel for internal pupils refused transfer and external applicants refused admission. Unsuccessful applicants will be sent details of how the appeals procedure can be accessed with their letter of notification.

Operation of waiting lists

The School will operate a waiting list. Where in any year the School receives more applications for places than there are places available, a waiting list will operate until the end of the first term of the school year. This will be maintained by the School and 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.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in the 2016 admission arrangements, or for post-16 places as above. Where a place becomes vacant it will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Arrangements for admitting pupils to other year groups, including replacing any pupils who have left The IKB Studio School.

The Trust will consider all such applications and if the year group applied for has a place available, admit the child. If more applications are received than there are places available, the oversubscription criteria shall apply. Parents whose application is turned down shall be entitled to appeal.

Appeals

The School shall ensure that parents, and relevant children, will have the right of appeal to an independent Appeal Panel if they are dissatisfied with an admission decision of the Trust. The Independent Appeal Panel will be independent of the School and Trust. The arrangements for appeals will comply with the School Standards and Framework Act 1998. The determination of the appeal panel is binding on all parties.

Notwithstanding any provision in this Agreement, the Secretary of State may:

- (a) Direct the School to admit a named pupil to the School on application from a local authority.
- (b) Direct the School to admit a named pupil to the School if the School has failed to act in accordance with this policy or has otherwise failed to comply with applicable admissions and equalities legislation or the provisions of the Codes.

Details of how to appeal will be included in the letter advising that a place has been refused. The School shall prepare guidance for parents and relevant children about how the appeals process will work and provide them with a named contact who can answer any enquiries they may have about the process.

The School may, if it chooses, enter into an agreement with a LA or any other organisation for it to recruit, train and appoint appeal panel members, and to arrange for the process to be independently administered and clerked.

In the paragraphs above, "relevant children" means:

- (a) In the case of appeals for entry to a sixth form, the child, and;
- (b) In any other case, children who are above compulsory school age, or will be above compulsory school age by the time they start to receive education at the school.