



Adopted:	November 2019
Next review:	April 2020

For Consultation

Harrogate High School

Admissions Policy: Academic Year 2020 - 2021

Applying for a place at Harrogate High School

Harrogate High School is a comprehensive Secondary Academy School (part of Northern Star Academies Trust) judged 'Good' by Ofsted for students in Years 7 to 13 (age 11 to 18).

As a result of multiple factors we have applied to the Department for Education (DfE) for temporary closure of our Post 16 provision for entry in 2020. We anticipate re-opening a Post 16 provision for September 2021.

The Academy Local Governing Board (LGB) is the admissions authority and responsible for the admissions policy and is required to act in accordance with the School Admissions Code. The co-ordination of our admissions is carried out by North Yorkshire Local Authority on our behalf.

The Published Admission Number (PAN) for entry to Year 7 in September 2020 is 125

If no more than 125 applications are received for admission to Year 7 all applicants will be offered a place.

Parents who wish to apply for a place in Year 7 – 11 should do so online at: **www.northyorks.gov.uk or by contacting The Education Office on 01609 533679.**

Applicants are reminded that if you are applying for a place at Harrogate High School your preference for Harrogate High School must be indicated on the Local Authority Common Application Form/online application.

Oversubscription Criteria

In the event of the number of applicants exceeding the number of places available, after the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care plan where the school is named in the statement or plan, the following oversubscription criteria will be applied to determine which children will be offered places. Governors will apply the admissions policy and arrangements fairly and rigorously.

Priority 1: Looked After and Previously Looked After Children

The highest priority for admission if the school is oversubscribed will be given to 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. 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 definition in Section 22(1) of the Children Act 1989).

Priority 2: Children the Authority believes have special social or medical reasons for admission.

We will only consider applications on social or medical grounds if they are supported by a professional recommendation from a doctor, social worker, or other appropriate professional. The supporting evidence should set out the particular social or medical reason(s) why the school in question is the most suitable school and the difficulties that would be caused if the child had to attend another school. The school will seek professional advice in considering all applications made under priority group 2.

Priority 3

Children living in the Harrogate rural zone and Harrogate town zone.

Priority 4

Children of staff members, where the staff member has been employed at the school for two or more years at the time of application, or where the staff member has been recruited to fill a post for which there is a demonstrable shortage.

Priority 5

Children living outside the Harrogate rural and Harrogate town zones.

Children in higher numbered priority groups will be offered places ahead of those in lower numbered priority groups. All applications within each priority group will be considered equally.

If there are not enough places for all children in Priority 3 at Harrogate High School, places will be allocated on the following basis:

Once places have been allocated to those with a statement of special education need or education health care plan and those in priority groups 1 and 2, the remaining places will be allocated on the basis of 21% of places being available to children living in the Harrogate rural zone and 79% of places being available to children living in the Harrogate town zone.

Unallocated places in either of the Priority 3 zones would be assigned to the other zone before giving priority to children from Priority 4 or 5.

Tie break:

If there are not enough places for all of the children in one of these priority groups we will give priority first to those with a sibling at the school in September 2020.

In all cases sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

Within Priority 3, town children with a sibling will have highest priority for town places and rural children with a sibling will have highest priority for rural places.

If, within each zone there are not enough places for all those with a sibling at the school in September 2020, we will give priority within that zone to those children living nearest the school.

All distance measurements are based on the nearest route recognised by the County Council's electronic mapping system from a child's home address to school. The measurement is made from a fixed point within the dwelling, as identified by Ordnance Survey, to the nearest school entrance using footpaths and roads. The routes measured to determine the allocation of school places will be those recognised by the electronic mapping system used by the school admissions team.

Priority will then be given within each zone to Priority 3 children without a sibling at the school but who live nearest to the school.

If, within Priority 5, there are not enough places for all those with a sibling at the school in September 2020, we will give priority to those children living nearest the school. Priority will then be given to Priority 5 children without a sibling at the school but who live nearest to the school.

Admission Appeals

Any applicant refused a place at a school of their choice has a right of appeal to an independent appeal panel, established by the admission authority for that school for a place at their preferred school.

An appeal form should be automatically sent out by the Local Authority if a preferred place is refused. However, a request for an appeal applications form can be made by contacting the Clerk to the School Admission Appeals Panel at the Local Authority.

An Appeal date will be arranged within 40 days of the appeal being lodged and a request will be sent to the applicant to attend an appeal hearing.

An Appeals Panel, comprising of three independent members, will consider reasons for the appeal and will decide whether the child can attend the school of choice. The panel members have a background in education and are independent of the Local Authority. The hearing will also be attended by representatives from Democratic Services and the Local Authority and/or the school.

A full explanation of the appeal process will be included in the appeal notification letter sent to you.

Withdrawing an offer of a place

In accordance with the School Admissions Code, the Governing Board may withdraw the offer of a school place where false evidence is received in relation to Sibling connections or place of residence.

Waiting Lists

All applications received before the school's admission closing date will be ranked in accordance with the published oversubscription criteria. Applications that do not receive an offer will be held on a waiting list in rank order. As offers are declined the next ranked application on the waiting list will receive an offer.

Any late applications, received after the school's closing date will be considered after offers day and then placed in rank order on the waiting list, in accordance with the oversubscription criteria, Looked After Children and those previously looked after, and those allocated a place at the school in accordance with the Fair Access Protocol will precedence over those on the waiting list.

The waiting list will be maintained for at least until the end of the first term of the academic year (to 31 December).

In Year Admissions

If a child is already at secondary school and the parent/carer wishes to transfer to Harrogate High School, they must first contact the Local Authority and follow the advice given by them.

The Local Authority will then contact Harrogate High School to ascertain if there are any places available in the appropriate year group. If a place is available, in accordance with the North Yorkshire Local Authority Co-ordinated School Admission procedures, the school will consider the application. If there are more applications than places available then the school will follow its admission procedures, request

completion of the school's Supplementary Form and apply the published oversubscription admissions criteria to award the place.

Equal Opportunities

Harrogate High School is an equal opportunities school and, as such, our admissions procedure will not, either directly or indirectly, unfairly discriminate an applicant from a particular social or racial group, or a child with a disability or special educational need, or any other protected characteristic.

Monitoring and review

On an annual basis, the admission arrangements outlined in this policy will be formally reviewed and agreed upon no later than 15 April 2020 for September 2022 admissions even if no changes have been made.

The admission arrangements outlined in this policy must also be consulted on at least every 7 years, even if no changes have been made throughout this period.