

Discovery Educational Trust for Chase High School 2023/2024

Admission limit: 226 (Year 7 - 10); 196 (Year - 11) and 300 (for Sixth Form)

If at the closing date for applications there are not enough places for all those who have expressed a wish to have their child admitted to the school; places will be allocated using the admission criteria as below. This will not apply to children with a statement of special educational needs (SEN) or Education, Health and Care (EHC) plans as the plan/ statement names the school and therefore the child must be admitted to the school if it is named on the statement. The admission criteria are listed below by the school with explanatory notes following:

1. Pupils in public care and children that were previously in public care (including those children 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)
2. Pupils who have a sibling attending the school.
3. Pupils who live in the catchment area.
4. Pupils who live outside the catchment area served by the school.

(For all criteria, catchment area map and additional information please see explanatory notes and catchment map below)

Looked after children and previously looked after children

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) at the time of making an application to a school.

A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders).

Child arrangements orders are defined in Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Refer to section 14A of the Children Act 1989 which defines a 'special Guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Statement of Special Educational Need (SEN) and Education Health and Care Plan (EHCP)

A Statement of Special Educational Need is a statement made by the local authority under Section 324 of the Education Act 1996, specifying the special educational provision required for that child. If the school is oversubscribed, 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, is mandatory.

Pupils with Statements of Special Educational Needs that name a particular school are required to be admitted and the admission authority does not have the right to refuse admission.

Siblings

Siblings are considered to be a brother or sister, half-brother or half-sister, step-brother or step-sister, adopted brother or sister, living at the same address, who attends the school at the time of application with a reasonable expectation that he or she will still be attending at the time of the proposed admission. In the exceptional situation where one twin or one or two triplets are refused a place, in order to keep family members together the additional pupil(s) will be admitted even if this results in the admission limit for the year group being exceeded.

Distance

In the case of over subscription in any one category “straight line” distance will be used to measure the distance between the pupil’s home (including flats) and the nearest pupil entrance to the school. If the pupil’s home is a flat the distance will be measured to the main external entrance of the building.

Tie Break

If the same distance is shared by more than one pupil, and only one place is available, the place will be awarded on the basis of a computerised random allocation process (supervised by someone independent of the governing body).

Distance where parents have separated

The distance is measured the same for all applications. Only one application per child can be received. The school or LA should not have details of both parents or know of the marital status of the parents. If more than one application is received from parents, applications will be placed on hold until such time that:

- An application is made that both parents agree to; or
- Written agreement is provided from both parents; or
- A court order is obtained confirming which parent’s application takes precedence.

In all cases the use of any particular address to determine allocation would be on the basis of the child’s normal place of residence during the majority of the school week. If it is claimed that a child spends an equal amount of time at separate addresses during the school week, the address where the ‘child benefit’ is normally payable would be taken into account and clarification would be sought from the Child Benefit Agency.

Waiting list:

In accordance with the School Admissions Code, if Chase High School is over-subscribed students will automatically be placed on the waiting list for the school if they have been refused a place for the main round to year 7. Any application received after the National Offer Day will be slotted into the waiting list in the appropriate position (according to the admissions criteria) once the initial offers of places have been made. Waiting lists are held by the school for the school year and cease on the last day of the school year. Parents wishing to stay on the waiting list for the following year must reapply.

Arrangements for appeals, for all year groups including Sixth form:

Parents have the right to appeal against the decision to refuse their child a place at the school. The School Admission Appeals Code sets out a strict timeline for the hearing of appeals. Details of the appeals process and forms for admission to Year 7, Sixth form and In-Year admissions, can be found on the Chase High School website or alternatively paper copies can be forwarded to you by the school upon request.

Over and under age applications (children outside the usual age group):

For admissions into year 7, an applicant is under age if he or she will be under 11 years of age on 31st August immediately prior to admission in September. In accordance with the published Coordinated Admission Scheme, the LA (Southend-on-Sea Borough Council) will only accept applications from under age applicants who have been registered in year 6 of their primary schools from the first day of the school year in which they apply for a secondary school place. This effectively requires that the decision to promote the child to the year group above his/her chronological age group must be taken by the primary school prior to the end of the summer term in the calendar year in which the child applies for a secondary school place. Confirmation of this is likely to be sought from the headteacher of the primary school concerned by SBC.

An applicant is over age if he or she is 12 years of age or over on 31st August immediately prior to admission in September. SBC will not accept over age applicants for year 7 admissions unless there are verified exceptional circumstances for a child to repeat one of the primary school years, for example, extended illness. SBC will seek verification from the headteacher of the primary school concerned that an over-aged applicant has medically certifiable reasons or some other exceptional reason for being an over-aged applicant. SBC will wish to investigate especially thoroughly the circumstances through which any child is found to be studying in Year 6 for the second time, especially if this should involve an application to sit the CSSE selection tests for a second time. Medical evidence will be required for such applicants. This will include documenting the following and will be provided to the school:

- The parent's views.
- Information about the child's academic, social and emotional development.
- Whether the child has previously been educated out of their normal age group.
- Whether the child may naturally have fallen into a lower age group if it were not for being born prematurely.
- They must also take into account the views of the Headteacher of the schools concerned.

The school will support any over or under age application where the above has been met and the school is satisfied that the child should continue to be educated out of the normal age group. When informing the parent of the decision on the year group the child should be admitted to, we will clearly set out the reasons for the decision. A parent may not be able to appeal against refusal of an 'out of normal age group' application.

In-Year Admissions (Years 7-11)

Parents can apply for a place at any time; application forms for in-year admissions can be found on the school website and upon completion sent directly to the school. Paper copies of the application form can be sent to a parent upon request. On receipt of an application, parents will be notified of the outcome in writing within 15 school days. Where the school is dealing with multiple in-year admissions and does not have sufficient places for every child who has applied for one, the allocation of places will be based on the oversubscription criteria mentioned above.

6th Form admissions

Prospective Sixth Form pupils are encouraged to visit the school in the autumn term, details of our open evening are available on the Chase High School website.

Up to an extra 30 students can be accepted into the Sixth Form from other schools, in addition to those already attending Year 11 in this school, who achieve the course entry requirements. The Sixth Form does not give priority to applicants from pupils enrolled at particular schools.

Application forms can be found on Chase High School website, or alternatively paper copies can be forwarded to you by the school upon request. The closing date for applications is April 30, although late applicants can be considered any time up to September 30.

Prospective pupils will be invited to meet with the Sixth form team to discuss the curriculum offer and assess suitability for their chosen courses prior to enrolment.

Catchment area for Chase High School

Map is available on <https://school-catchment-areas-southend.hub.arcgis.com/>