

Dallam School



Admissions Policy

2020-2021

Committee:	Local Governing Body
Date of re-adoption:	24 January 2019
Date of next review:	January 2020

DALLAM SCHOOL ADMISSIONS POLICY 2020-21

- All students are admitted to Dallam without reference to ability or aptitude. Application for Year 7 should be made through School Admissions with the relevant local authority (usually Cumbria or Lancashire).
- Application for all other years should be made directly to the school.

Pupil Admission Number

The school has set a Published Admission Number (PAN) of **200** for Year 7 intake in September 2020. The number of first choice applications for admission in September 2019 was 196 for Year 7. We currently have a small waiting list and this will be maintained until such a time as there are no students left waiting to be placed at Dallam. This policy is reviewed annually.

Oversubscription criteria for Day Students

Where applications exceed the number of places available, first priority will be given to children with a Statement of Special Educational Needs or Education Health and Care Plan that specifies Dallam School as the most appropriate school in that Statement or the Plan. The following criteria will then be applied, in the order set out below, to decide which children to admit:

- (1) A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child care 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 the definition in Section 22(1) of the Children Act 1989 as amended by s.14 of the Children and Families Act 2014.).
- (2) Children with a sibling attending the school at the time of application. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
- (3) Children living in or attending schools within the civil parish boundaries of Arnside, Beetham, Burton, Heversham, Holme, Levens, Meathop & Ulpha, Milnthorpe, Preston Richard, Silverdale, Witherslack, Yealand Redmayne and Yealand Conyers and children attending the school in Crosscrake (in the parish of Stainton);
- (4) Dallam will also give priority to children of staff in either or both of the following circumstances:
 - (a) 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 school is made, and/or
 - (b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- (5) Other children by distance from the school, with priority for admission given to children who live nearest to the school as measured by postcode. Distances are measured (by google maps) by the fastest route in time.

* Criteria (5) will be used in the unlikely event that there are more applicants who fulfil criteria (1), (2) and (3) than there are places available. In the event of a tie-break, random allocation will be used to decide who has highest priority for admission if the distance between two children's homes and the school is the same.

Boarding Students

The Governors of Dallam School offer boarding places, up to the limits of the school's accommodation (currently 141), for boys and girls. Applications should be made directly to the school using the form available on the website.

The following conditions apply to all applicants for boarding admissions:

- (6) Applicants for a boarding place at Dallam School must be UK or EU citizens or have full UK passports with the right of abode in the UK. In determining the admission of a boarder, the school is responsible under the Children's Act to maintain the safety and welfare of other boarders at the school. The number of boarding places available at the school changes on a year-to-year basis. If a child is accepted in to Dallam Boarding House, then it is automatic they have a place at school. Applications for boarding places can be made at any time during the year. Admission for Key Stage 4 and Key Stage 5 will usually be only at the beginning of the Key Stage Applicants for a boarding place may be asked to attend for an interview (either in person or via Skype).
- (7) Applicants whose parent or parents do not normally live in the UK or who travel frequently away from home must have a **named adult guardian who resides within the UK who is able to accommodate them in the event of an emergency**. Failure to comply with this may result in the removal of a boarding place.
- (8) All applicants for boarding places will be asked to commit contractually to pay the boarding fees and expenses incurred at the school and to pay an acceptance deposit of one term's fees on receipt of an offer. The acceptance deposit will be retained in the Boarding Fund of the school's account until the boarder leaves when the final invoice will be adjusted to reflect this. The school reserves the right to retain the deposit where a boarder leaves without giving the required notice.
- (9) Places in boarding are offered throughout the year with no set deadline to ensure that the boarding house is filled. Where there are unfilled places priority will be given as follows:
 - (a) Looked after children and previously looked after children;
 - (b) Children of members of the UK Armed Forces who qualify for Ministry of Defence financial assistance with the cost of boarding school fees;
 - (c) Children with a 'boarding need', this will usually refer to existing day students where family circumstances and the students' suitability for boarding mean that the allocation of a place would be in the student's best interests.

Oversubscription criteria for boarding students

If the School receives more boarding applications than it has places available, the following criteria will be applied at the date of decision, in the order they are printed below. If more children qualify under a particular criterion than there are places available under that criterion, the following criteria will be applied in order as a tie-break:

- Children who have a brother or sister at the school at the time of admission
- Children of members of the Armed Services.
- Children whose parent or parents work(s) abroad or who travel(s) frequently away from home.
- Children who can prove that they have a particular medical or social reason for attending the school as a boarder and which the school can meet.

- Children whose parent or parents can demonstrate why it is likely that their child will need to take advantage of the school's boarding facility in order to safeguard the continuity of their education.
- Children whose normal residence is in the United Kingdom but outside the school's catchment area for day pupils.

All applicants may be invited to interview at the school to establish suitability for boarding. This will not be to assess academic aptitude, but to ensure that the applicant him or herself wishes to join Dallam School, that the applicant and parent or parents accepts the conditions of entry and that the applicant is suitable for boarding according to the government's guidelines and the ethos and practical limitations of Dallam School. The conditions relevant to this consideration are (a) whether a child presents a serious health and safety hazard to other boarders; or (b) whether a child is developmentally suited to a boarding place. A supplementary information form, together with an interview, will be used in accordance with government guidelines to determine the suitability of an applicant to board, and this may include information provided by the applicant's current school and/or information provided by the home local authority on safeguarding issues.

Dallam School will not apply any form of selection by aptitude or ability except where permitted by law and will not give priority to children on the grounds of comparative suitability. The oversubscription criteria will be applied as set out above, though the essence of suitability is fundamental to the process and the child him or herself must be allowed to state separately from their parents or guardians whether they wish to board. The interview will seek to determine whether the applicant will be able to cope with and benefit from a boarding environment, without prejudice to others who have already been admitted.

Where the student's first language is not English the student will be required to take an English Language test under the European Languages Framework. This is to ensure that the student has a sufficient grasp of English to enable him/her to access teaching. There are different requirements according to the key stage of entry.

Sixth Form

Students are admitted to Sixth-Form who are able to benefit from the academic courses offered. Entry requirements are shown on the website and in our Sixth Form Prospectus. Requirements include evidence of a positive attitude towards academic study.

In the event of oversubscription into Sixth Form, priority will be given to looked after children and previously looked after children who meet the academic entry criteria.

Appeals

In the event that we do refuse an admission for boarding or a day place, parents who wish to challenge the decision have the right of appeal to an independent appeal committee. Any such appeal should be sent to the Clerk to the Governors at Dallam School. Appellants are allowed at least 20 school days from the date of notification of unsuccessful application to prepare and lodge the written appeal.