



**Seahaven Academy**  
The best in everyone™  
Part of United Learning

# SEAHAVEN ACADEMY

## Admissions Policy 2024-25

Updated: 01/02/2023

Next Review: 01/02/2024

# Admissions Policy

## Introduction

As an Academy in the United learning group the governing body is the admission authority for the school. United Learning (UL) and Seahaven Academy believe in the open and fair allocation and offering of places and as such we work closely with the local authority. Our policies and procedures reflect this and are in line with the revised Schools Admission Code and Regulations (February 2014) – as part of Section 84 of the Schools Standards and Framework Act (1988) and all other relevant statutory guidance and legislation.

Seahaven Academy will ensure that parents and carers will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy. The Independent Appeal Panel will be independent of the Academy. The determination of the appeal panel is binding on all parties.

## Procedure for admitting pupils to the Academy (Year 7)

Seahaven Academy has the following published admission numbers for the year 2023-24:

- 180 for pupils in Year 7.

The process of Application Arrangements for applications for places at the Academy will be made in accordance with the Local Authority's (LA) co-ordinated admission arrangements and will be made on the Common Application Form provided and administered by the local authority. The Academy will use the LA's timetable for applications to the Academy each year (exact dates within the months may vary from year to year). This will fit in with the timetable for the co-ordination of admission arrangements within the LA as agreed by the, Admissions Forum, LA, local schools and Academies.

There is a national closing date for secondary applications of 31st October

On 1st March, or the next working day, offers will be made to parents.

Parents can apply online at <https://www.eastsussex.gov.uk/educationandlearning/schools/admissions/>

## Consideration of Applications

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

Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below.

After the admission of pupils with statements of Special Educational Needs where Seahaven Academy is named on the statement, subject to its right of appeal to the Secretary of State, the criteria will be applied in the order in which they are set out below:

- **Looked after children and previously looked after children** who ceased to be so because they were adopted (or became subject to a residence order or special guardianship order) as defined in the School Admissions Code, July 2021. The definition of previously looked after children includes 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. This document refers to these children as internationally adopted previously looked after children (IAPLAC). This also includes children who were previously looked after in Wales, Scotland and Northern Ireland. 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.

**Children who have specific medical needs, social needs and special needs students without a statement naming the Academy where the application is supported by written supporting evidence from an appropriately qualified person** as to why the Academy is the only setting that can meet the child's needs. It is the responsibility of parents to show that it is essential for the child to attend the Academy rather than any other school.

**Children who live in the community area\* and are siblings of students who attend the Academy**, and will still be attending when the child starts. The term "siblings" refers to full, step, half, adopted or fostered brothers or sisters living permanently at the same address. The Academy reserves the right to ask for proof of relationship such as a birth certificate and proof of residence.

**Children of staff:** Where the member of staff has been employed at the school for 2 or more years at the time at which the application for admission to the school is made, and/or where the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage for the vacant post in question. This is accordance with paragraph 1.39 of the School Admissions code.

**Other children who live in the community area.**

**Children living outside our community area who are on roll at one of the feeder schools** at the time of application\*\* Feeder schools are Harbour Primary, Breakwater Primary, High Cliff Academy and Denton Primary.

**Children who live outside the community area and are siblings of students** who attend the Academy and will still be attending when the child starts. The term "siblings" refers to full, step, half, adopted or fostered brothers or sisters living permanently at the same address\*\*. The Academy reserves the right to ask for proof of relationship.

**Other children who live outside the catchment area.**

\* The Community area is defined by the area delineated on the map appended to this document.

\*\*A child's permanent address is where he or she normally lives and sleeps and goes to school from. Proof of residence can be requested at any time throughout the admissions process.

In the case of oversubscription priority is given to applicants who live nearest the Academy measured by a straight line from Academy to the child's home address, using Ordnance Survey address point data.

If false or misleading information is used to gain entry to the Academy, the offer of a place may be withdrawn.

### **Tie breaker**

In the event of a tie-break being necessary within any of the criteria, this will be conducted through a process of random allocation, independently supervised. Looked after children and previously looked after children

(including from outside of England) will be prioritised. The process will be supervised by someone independent of the school, and a fresh round of random allocation will be used each time a child is to be offered a place from a waiting list.

### **Multiple births**

In the event that the Academy has one place to offer and the next child on the admissions list is one of twins, triplets or other multiple birth, the Academy will offer those children a place even if that means exceeding its admission number.

Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate until the final day of the first term.

This will be maintained by the Local Authority. 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

A student's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above. Each added child will require the list to be ranked again in line with the published oversubscription criteria above. Priority will not be given based on the date of the application. Looked after children, previously looked after children, and those allocated a place in accordance with a Fair Access Protocol will take precedence over those on a waiting list.

After the final day of the Autumn term (31/12) the waiting list will be cleared. After this time any applicant wishing to join a waiting list will be invited to re-apply.

### **Arrangements for Admitting Pupils to Year Groups other than Year 7**

The local authority co-ordinates admissions for in-year applications and for applications for year groups other than the normal point(s) of entry. This will not affect the Academy's right to determine which applicants have priority for admission. Subject to any provisions in the LA's co-ordinated admission arrangements relating to applications submitted for years other than the normal year of entry, the Academy will consider all such applications. If more applications are received than there are places available, the oversubscription criteria above shall apply. Parents/carers whose application is turned down will be entitled to appeal and will be given full details of this process.