



Denbigh School Admissions Policy 2010

**Additional Information on Denbigh School
as referred to in the 2010 Prospectus**

Denbigh School Admissions Policy 2010

Admission Arrangements for Year 7 (11+) entry into Denbigh School in September 2010

Status of the School

Denbigh is an 11-19 Foundation School and, as such, is its own admission authority. It is the Governing Body of the School that determines the admission criteria and operates the admission process.

Denbigh has been designated a specialist Technology College by the Department of Education and Skills and the School receives additional funding to support an extended curriculum in Mathematics, Science, Design and Technology.

Admission Numbers

The admission number for Denbigh School in September 2010 is 200.

This is the number of children who will be admitted to the School in Year 7 in 2010. This number reflects the amount of accommodation available at the School and also takes into consideration the available places at other local schools. In exceptional circumstances, it is possible, by agreement with the Governors and Milton Keynes Council, for a school to exceed its admission number.

11+ Admission Policy

Pupils who have a statement of special educational needs, naming Denbigh School will be given priority within the normal admissions round at 11+.

You have a right to say which school you prefer, but you do not have the right to choose a school place. For example, Denbigh School has an admission number of 200. If 500 parents apply for a place as the preferred choice for their child, it is clearly necessary to apply the oversubscription criteria for entry shown below. When the School is oversubscribed, the places are allocated based on the 'oversubscription criteria'.

The Oversubscription Criteria

1. "Children in Care" whose parent/carer has named Denbigh School as their preferred school.
2. Priority by Aptitude - 20 places will be available on the basis of the aptitude of the students for Technology. This is to be tested by an appropriate aptitude test. The test is to be open to all.
3. The remaining places (up to the limit of 200) will be allocated in the following priority order:
 - a. pupils who live in the defined area **and** attend a partner school **and** have an older sibling currently in attendance at Denbigh School on the date of admission
 - b. pupils who live within the defined area and attend a partner school
 - c. pupils who attend a partner school

- d. pupils living within the defined area of the School
- e. pupils who have an older sibling currently in attendance at Denbigh School on the date of admission
- f. other pupils whose parents have made Denbigh a preferred choice of secondary school

Any application for a place at the school received after the published date for return will only be considered after all prior applications have been looked at in line with the above.

Please note:

- (1) Our 'Partner' schools are Caroline Haslett, Loughton and Two Mile Ash Junior/Primary schools.
- (2) The defined area includes Crownhill, Great Holm, Loughton, Shenley Church End, Shenley Lodge and Two Mile Ash.
- (3) You will be asked to provide proof of permanent residence in the defined area.
- (4) Siblings are defined as children who permanently reside at the same address and for whom the parent / carer also has parental responsibility, whether or not they are blood-related. For the purposes of these criteria, it does not include blood-related brothers or sisters who live at separate addresses. If there is any doubt, parents may be asked to provide a copy of the award notice for child benefit, to prove parental responsibility and/or their permanent residence.
- (5) In circumstances where the School's admission number has been exceeded and the pupil applications meet the above criteria equally, preference will be given to those young people who live closest to the School measured in a straight line from the School's main entrance to the front door of the child's permanent place of residence. In the case of multi-occupancy residence e.g. a block of flats, this would be measured to the main entrance to the building from the street. This will be done using appropriate computer software which can provide suitably accurate measurements. Where the computer programme produces the same distance measurement, stairways, corridors and walkways will be measured to the front door of the specific flat or apartment in which the child is permanently resident.
- (6) The above criteria apply to all preferences equally.
- (7) Denbigh School will not reconsider an application following refusal during the same academic year, unless there has been a significant material change of circumstances.

Admission Arrangements for Year 12 (16+) entry into Denbigh School in September 2010

Admission Criteria for Internal students

Applications are welcomed from all Year 11 students. Conditional offers made will indicate the appropriate route of study on the basis of GCSE performance.

Admission Criteria for External students

The number of intended admissions is 60 (this figure does not include students who currently attend Denbigh and wish to transfer into the sixth form). The intended admission number of 60 refers to the number of pupils to be admitted to the School for the first time.

On receipt of the application, students will be made a conditional offer of a place in the sixth form.

Entry to the sixth form is subject to a student having achieved the appropriate grades for their intended route of study. Prospective students should consult the Sixth Form Prospectus for individual subject requirements.

Where applications from suitably qualified students in other schools exceed the number of places available, the following criteria will be applied in the order set out below:-

1. Students who live in the defined area of Denbigh School.
2. Students who have a sibling attending Denbigh School at the time of enrolment.
3. Students for whom places on appropriate courses are available.

Please note:

- (1) *The defined area includes Crownhill, Great Holm, Loughton, Shenley Church End, Shenley Lodge and Two Mile Ash.*
- (2) *You may be asked to provide proof of permanent residence in the defined area.*
- (3) *Siblings are defined as children who permanently reside at the same address and for whom the parent/carer also has parental responsibility, whether or not they are blood-related. For the purposes of these criteria, it does not include blood-related brothers or sisters who live at separate addresses. If there is any doubt, parents may be asked to provide a copy of the award notice for child benefit, to prove parental responsibility and/or their permanent residence.*
- (4) *In circumstances where the School's admission number has been exceeded and the pupil applications meet the above criteria equally, preference will be given to those young people who live closest to the school measured in a straight line from the School's main entrance to the front door of the child's permanent place of residence. In the case of multi-occupancy residence e.g. a block of flats, this would be measured to the main entrance to the building from the street. This will be done using appropriate computer software which can provide suitably accurate measurements. Where the programme produces the same distance measurement stairways, corridors and walkways will be measured to the front door of the specific flat or apartment in which the child is permanently resident.*

Mid-Year Admissions Policy for Denbigh School Years 7-11

This policy relates to all admissions to Denbigh School in Years 7-11, except for the initial September entry into Year 7 which is managed as part of the Coordinated Admissions Programme for the Local Authority and which is explained in the document "Admission arrangements for Year 7 (11+) entry into Denbigh School in September 2010".

Parents should be aware that this is an oversubscribed school with more applicants than places available and that every year many parents are unsuccessful in their application for a place.

Denbigh School will consider applications for admissions in Years 7 to 11 throughout the year, with any available places allocated strictly in accordance with this admissions policy.

For children who wish to attend Denbigh after the September in which they enter Year 7, a School Transfer Request and Prospectus is available from the School's Admissions Office. Parents/carers should complete the form and return it to the Headteacher at the school address. Verbal or telephone applications will **not** be considered.

During term time, the School aims to respond to applications within seven working days. Applications made during the School holidays will generally be processed when School resumes. Unsuccessful applicants will be offered the opportunity to have their application reviewed by an Independent Appeal Panel and will also be offered the opportunity of placing their child's name on the School's waiting list, details of which are given below.

Planned Admission Number

The School's published admission number for each year is as follows:

Year of Entry to Denbigh	Year Group In September 2010	Published Admission Number
September 2010	Year 7	200
September 2009	Year 8	200
September 2008	Year 9	200
September 2007	Year 10	200
September 2006	Year 11	200

For a place to be available the number of students in the relevant year group will have fallen below the published admission number. When this occurs, the place will be allocated to the student at the top of the waiting list for the relevant year group.

Waiting List

Unsuccessful applicants for a School place will be offered the opportunity of placing their child's name on the School's waiting list. The waiting list will be ordered strictly according to the School's admission criteria. Parents will be contacted at the start of each new term to establish if they wish to remain on the waiting list and according to their responses the list will be re-ordered against the published admissions criteria. Parents are welcome to ask what position they currently hold on the list. However, because of re-ordering, parents need to be aware that their place may rise and fall over time. Length of time on the list will not be a factor in offering a place.

Additional Notes

- 1. Proof of residence will be required for all applicants. The child's home is the permanent address where they live with their legal guardian and where child benefit is addressed. Acceptable proof of residence is a Council Tax bill or a utility bill in the name of the parent and evidence from the Child Benefit office that the child is resident at this address.*
- 2. In the case of a family who is moving house to live in the reserved area, proof of residence will only be considered once copies of documents confirming the 'exchange of contracts' on the new property have been provided. If the move is to a rented property a copy of the rental agreement showing the length of time that the property will be initially rented for will be requested.*
- 3. If the School discovers that a place has been given to a child based on false, inaccurate or misleading information, it will withdraw the place and may take legal action.*
- 4. Siblings are defined as children who permanently reside at the same address and for whom the parent / carer also has parental responsibility, whether or not they are blood-related. For the purposes of these criteria, it does not include blood-related brothers or sisters who live at separate addresses. If there is any doubt, parents may be asked to provide a copy of the award notice for child benefit, to prove parental responsibility and/or their permanent residence.*
- 5. Applicants, who are seeking a transfer from another school in Years 10 and 11, will be reminded that this is not recommended by the Governors due to the impact on the student's education, nor can Denbigh School guarantee to offer an equivalent combination of subject choices or exam boards.*
- 6. Denbigh School will comply with the agreed Milton Keynes Council's Fair Access Protocols, including the placement of children that the Local Authority may direct Denbigh to admit. These children will take precedence over any child currently on the waiting list. Only under these circumstances would the Published Admission Number be exceeded.*
- 7. In the case of an application from a student who has been permanently excluded from their previous school, Denbigh School will carry out a risk assessment before the application is considered.*
- 8. Denbigh School will not reconsider an application following refusal during the same academic year, unless there has been a significant material change of circumstances.*