



KING'S LEADERSHIP ACADEMY BOLTON

Admission Arrangements

Date of Next Review September 2022

Principal: David Crosby

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Although King’s Leadership Academy is a ‘Free School’ it is committed to maintaining its status as a comprehensive school, serving the whole community, with no use of selection in its admission arrangements and policies. In line with this ethos, the Academy Trust will provide admission arrangements which are fair and reflect the needs of the whole community which the academy serves.

Process for Applications for Admission

The governors of King’s Leadership Academy are responsible for determining the school’s Admission Policy. In undertaking this responsibility, the governors will be guided by the requirements of the law and will conform fully to the national admissions code.

The academy complies with school admissions legislation requiring local authorities to co-ordinate admissions arrangements in their area. Co-ordinated admission schemes provide a way to ensure that every parent living in a local authority receives an offer of one, and only one, school place on the same day. We are a member of Bolton Local Authority Admissions Scheme. All applications should be made through of Bolton Local Authority’s on-line admissions system at www.bolton.gov.uk/admissions. Parents should have regard to the contents of the Secondary Admissions Information Booklet issued by the local authority.

Planned Admission Number (PAN)

The planned admission number for Year 7 in September 2020 will be 180. Please be advised that the academy is a popular choice with competition for places.

Admissions Criteria

The school has an admission number of 180 in Year 7. The school will accordingly admit this number if there are sufficient applications. If fewer applications than this admission number are received then the trust will offer places at the school to all those who have applied.

If oversubscribed, after the admission of students with an Education Health and Care Plan where the Academy is named in the Plan, admission will be given to pupils who meet the criteria set out below in priority order;

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.
2. Siblings of pupils attending the academy at the time the application is received.

3. Children with exceptional medical or social needs or those of their parents. Each application must include evidence, from a medical specialist or social worker of the child's / parent need and why they must attend this school rather than any other, based on those needs. If evidence is not submitted with the application a child's or parent's medical or social needs cannot be considered.
4. Children of current permanent members of staff at King's Leadership Academy Bolton with a minimum of two years' service at the time that the application is made.
5. Pupils living nearest to the academy measured as a direct distance from the child's permanent place of residence to the site of the academy. The distance will be measured in a straight line using geographical information provided by Bolton Council. If a number of addresses have the same geographical property reference (such as a block of flats), or if there are a number of applicants living the same distance away from the academy, random allocation by Bolton Local Authority will then be used to decide which of the children can be offered a place.
6. Other children

Tie Break

If in category 6 a tie-break is necessary to determine which child is admitted, the child living closest to the academy will be given priority for admission. The distance will be measured in a straight line using geographical information provided by Bolton Council. If a number of addresses have the same geographical property reference (such as a block of flats), or if there are a number of applicants living the same distance away from the academy, random allocation by Bolton Local Authority will then be used to decide which of the children can be offered a place.

Random allocation by Bolton Local Authority will be used as a tie-break in categories 2 – 6. Random allocation will not be applied to multiple birth siblings (twins, triplets, etc.) from the same family. We will admit them all.

Waiting List

The school will maintain a waiting list from the end of the first academic term of the year. Places will be allocated using the over-subscription criteria. When a new child is added, the list will be ranked again in line with the over-subscription criteria.

Right of Appeal

Usually your child will be offered a place at King's Leadership Academy. But if you are not offered a place in your preferred school(s) or if you are unhappy with the school place allocated for whatever reason, you have the right to appeal to an independent panel.

The final offer letter you receive from the admission authority for the school will also provide information about your right to appeal. This letter will explain what to do next, but you must make sure you submit your appeal within the deadline given. If you wish to appeal you must appeal in writing. A form is available on the Bolton Local Authority's website (please select the relevant form) and you will need to fill in the following:

- the name, address and date of birth of your child
- the name of the school you wish to appeal for and the one you have been offered
- set out the reasons for your appeal
- provide any evidence that may be appropriate

The form should be returned to Bolton Council, The Clerk to the Independent Appeals Panel, Democratic Services, Chief Executives Department, 2nd Floor, The Town Hall, Bolton, BL1 1RU.

A meeting of the Appeal Panel will then be arranged and you will be informed in writing of the date, time and place of the appeal. Further information can be found on:

<https://www.bolton.gov.uk/admissions/school-admission-appeals>

How to Make an In-Year Application

Applications outside the normal admissions round (“in-year admissions”) are made using the local authority ‘In-Year’ application form which must be returned to the local authority. If more applications are received than there are places available then all applications on the waiting list will be ranked in accordance with the over subscription criteria.

Bolton LA

All information about Bolton LA admissions process can be found on the following link.

<https://www.bolton.gov.uk/admissions/school-admission-appeals>

Covid-19

If you need to arrive at school please contact the school office on 01204937130 and we will email you a copy of visitor’s procedure. Please could you also complete our visitor disclaimer using the link below.

https://docs.google.com/forms/d/e/1FAIpQLSf95mlznmt2AGRI7oMjPz8HF-kZVhEPLI3r-Zf9-ynv5UX4cQ/viewform?usp=sf_link

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