



# Ash Manor School

## Admissions Policy

<b>Governors' Committee Responsible:</b>	FGB
<b>Nominated Lead Member of Staff:</b>	Headteacher
<b>Status &amp; Review Cycle:</b>	Non-statutory 1 year
<b>Next Review Date:</b>	October 2024
<b>Document Version Control:</b>	
V1.3 September 2018	
V2.0 October 2019	No changes
V3.0 October 2021	Updated admissions criteria
V3.1 October 2022	Updates in yellow
V3.2 October 2023	No changes

### **Admissions Policy – YEAR 7**

Surrey will operate an Equal Preference System for the annual September Year 7 intake.

The following Admissions Criteria will be used to allocate places within the Local Authority Community or Voluntary Controlled School which is oversubscribed;

1. Looked after and previously looked after children
2. Exceptional social/medical need
3. Children of member of staff
4. Siblings
5. Any other applicant

NB: Distance from home to schools measured by a straight line, will apply within each category, as a means of prioritising places.

### **Waiting Lists**

For those students who do not obtain a place at their highest ranked school the Local Authority will operate a waiting list for the period of one academic year only. Waiting list places will be allocated as and when vacancies occur according to the admissions arrangements.

### **Admissions Policy - YEARS 8-11**

#### **Statement of Principle**

- This policy supersedes all previous documents on admissions and relates to students admitted to Ash Manor School in Years 8-11.
- This policy should be read in conjunction with the County policy on admissions.
- This policy accepts that admissions to Year 7 at the beginning of that year are decided and administered by County.

#### **Aim**

To enable all pupils whose parents/guardians choose Ash Manor School to be admitted to the school.

#### **Practice**

- Criteria for admission to Ash Manor School will not include colour, culture, gender or disability, except where any disability makes access to the building impossible.
- As an LEA School, in admissions relating to the beginning of Year 7, we adhere to Surrey County Council's admissions criteria.

## Ash Manor School Admissions Policy

- Admission to Ash Manor School at any other time other than at the beginning of Year 7 will be dependent on the following criteria:
  - a place exists in the relevant year group
  - a suitable curriculum can be offered (e.g. in the Upper School some courses may be full, so choice of courses becomes limited).
- Admission to Ash Manor School is on condition that parents and students know and accept Ash Manor School policies.

Link to Surrey School Admissions

<https://www.surreycc.gov.uk/schools-and-learning/schools/admissions/arrangements-and-outcomes>