Admission Policy

Equalities Statement

Over recent years, schools have (in line with other institutions and public bodies) been working towards an improved understanding of the diverse nature of their communities. Much of the work is in response to new legislation that places an increased duty on schools and other settings to tackle radicalisation and to establish a positive ethos of British Values. Legislation requires schools both to eliminate direct or indirect discrimination, victimisation or harassment and to promote equalities for pupils, staff and others who use school facilities. In our Academy we work to ensure that there is equality of opportunity for all members of our community across a range of protected characteristics, which include: Race, Disability, Gender, Sexual Orientation, Religion and Age as well as any other factors which have the potential to cause discrimination, e.g. socio- economic factors.

Document Management	
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Co-Headteachers:	**Steve Rickard and Carly Rollings**
Lead Governor:	**Ian Fidge**

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The Eastbourne Academy Admissions Arrangements for September 2027

The Eastbourne Academy is part of the Swale Academies Trust. The admission authority is the Local Governing Body of the school.

1. Admission Number

There is no proposed change to the admission number. The Governors intend to admit a maximum of 180 pupils to Year 7.

2. Application process for year 7 students starting in September 2027

Applications for the September 2027 intake for the Academic year 2027/28 must be made using the East Sussex County Council's application procedure. Parents can apply online at www.eastsussex.gov.uk , or a paper form is available from the primary school, The Eastbourne Academy main office or the Admissions and Transport Team at the address below. Completed paper applications should be returned to:

The Admissions and Transport Team,
PO Box 4,
County Hall,
St Annes Crescent,
Lewes,
East Sussex,
BN7 1SG

The Closing date for Year 7 Applications for September 2027 is 31st October 2026.

The Governors will prioritise students with an Education, Health and Care Plan (EHCP) where The Eastbourne Academy is named in the document.

If your child has special educational needs and or disabilities and has an Education, Health and Care Plan (EHCP) talk to your SEN Caseworker about which school you would like your child to attend and they will explain the next steps. For more information, click here.

ASD Facility

The Eastbourne Academy operates a Facility with places for students with Autistic Spectrum Disorder. These places are to be commissioned directly by the Local Authority (East Sussex County Council) and the children will be nominated to those places directly by ESCC. Parents wishing to apply for a place should therefore apply directly to the LA. There are spaces for twelve students in total across Year 7 to 11. These twelve students are in addition to the normal roll of The Academy.

Applications must be made using the County Council's application procedure. Parents can apply online, or a paper form is available from the school or the Admissions and Transport Team at the address below. Completed paper applications should be returned to:

The Admissions and Transport Team,
PO Box 4,
County Hall,
St Anne's Crescent,
Lewes,
East Sussex,
BN7 1SG.

The closing date for Year 7 applications is 31st October 2026.

The Governors will prioritise students with an Education, Health and Care Plan (EHCP) where The Eastbourne Academy is named in the document.

If your child has special educational needs and or disabilities and has an Education, Health and Care Plan (EHCP) talk to your SEN Caseworker about which school you would like your child to attend and they will explain the next steps.

3. Oversubscription Criteria

For use when The Eastbourne Academy is oversubscribed, the Academy Trust has agreed a community area for admissions to the Academy ("the community area") set out in this document and illustrated on the maps in the appendix. This is consistent with arrangements set out by the East Sussex local authority in relation to other secondary schools in the area. Should the local authority change its arrangements in the future, the Academy will seek to amend its own arrangements to maintain that consistency, subject to the agreement of the Secretary of State.

If there are more applications than places available at the school, the criteria below will be used to determine which children are offered the available spaces, and will be applied in the following order of priority:

i. **Children in the care of, or provided with accommodation by, a local authority, all previously looked after children, including those 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.**

ii. **Children with an exceptional medical or social need for whom attendance at any other school would be inappropriate.**

Parents must submit supporting evidence, such as a letter from a doctor or social worker, which clearly demonstrates that the needs of the child can only be met by attending a particular school. The Academy Trust will decide whether or not the evidence provided is sufficient to allow a place under this criterion, and may seek its own professional advice in reaching its decision.

iii. **Children with a sibling at the school at the time of admission.**

Children are 'siblings' if they are full, half, adoptive or foster brother or sister living in the same household.

In the event of oversubscription using this criterion, priority will be given to those living nearest to the Academy, as defined below

iv. **Children living within the community area (see below and on the map in the appendix)**

v. **Children of staff working at The Eastbourne Academy**

Priority will be given to the children of staff permanently employed at the school. Where the member of staff has been employed at the school for 2 or more years at the time when the application for admission to the school is made.

Staff does not include Contractors or Peripatetic Teachers.

vi. **Children living outside the community area.**

<u>Definition of the distance to an intending pupil's home</u>

The distance used is the shortest distance from home to school using surfaced, passable routes and is measured by the East Sussex County Council on behalf of the Academy Trust. Distances will be measured, using the County Council's Geographical Information System (GIS) from the child's home to the nearest gate to the Academy's site in Brodrick Road used by students at the Academy. The routes taken for admissions purposes recognise those routes most parents and their children would take between home and school. The County Council does not include unmade footpaths and there must be a public right of way.

Once the above criteria i to vi have been applied to other applicants and offers have been made subsequent to the offer date for secondary admissions, the Academy may offer places to the children of newly appointed teachers where there is a demonstrable skills shortage for the vacant post in question. This is in accordance with paragraph 2.18 of the School Admissions Code. The Academy is able to exceed its admission number in offering such places.

4. Twins/Children from Multiple Births

Where the admission of twins, or all siblings from a multiple birth would cause the school to rise above its Planned Admission Number, these twins or, all of the siblings will be admitted.

5. The Community Area

The current community area for the school is attached (see appendix 1) and will be used to prioritise children who do not qualify under criteria i to vi shown above. There are no proposed changes to the community area.

6. Waiting Lists

Subject to any provisions regarding waiting lists in the LA's coordinated admission scheme, The Eastbourne Academy will operate a waiting list. Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate for unsuccessful applicants to Year 7. Waiting lists will also be maintained for other year groups when these year groups are full. Waiting lists will be maintained by The Eastbourne Academy and it will be open to any parent to ask for his or her child's name to be placed on a waiting list for the relevant year group following an unsuccessful application.

7. Admission to a Year Group without a published admissions number

Admission to a year group without a published admission number will be based upon the size of teaching groups already existing in that year in The Eastbourne Academy and the efficient use of resources.

8. Admissions to the special educational needs facility for students with autistic spectrum disorder

The Eastbourne Academy will operate an Autistic Spectrum Disorder Facility for twelve students across year 7 to 11. These places are nominated by East Sussex County Council and any applications for current or future places must be made through East Sussex County Council. The Eastbourne Academy is not able to nominate students to these places and parents are therefore advised to contact the County's Special Educational Needs team for any further information.

9. In Year Admissions

In Year Admission applications need to be sent directly to the Eastbourne Academy for consideration by the Principal and Governing Body. The application form can be found on the Academy Website, or requested from the school office in paper form. All applications will be acknowledged.

10. Right of Appeal

There is a right of appeal to an Independent Appeals Panel for unsuccessful applicants relating to school admissions at age 5 (statutory school age) or above.

11. Applications Out-of-Chronological Age Group

In rare circumstances, parents/carers may choose to seek a place for their child outside of their chronological age group for a variety of reasons (e.g. the child is summer-born, is considered gifted and talented, has experienced problems such as ill health, or has had an interrupted education through residency abroad).

The decision to admit a child out-of-year group is rare. It will always be made on the basis of the unique circumstances for each specific case and what is best for that individual child. The decision will be made by the Executive Headteacher of the school and will take into account the following:

- parents'/carers' views;
- expert advice from relevant social, educational and medical professionals;
- whether the child has previously been educated out of their normal age group;
- any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- the long-term impact of the decision on the child.

Applications for a child to be admitted to a year group outside of their chronological age group should be made through the same process set out in this policy for both 'normal round' and 'in-year' applications. However, in addition to the standard application form further documentation should be provided to support the request for a place out of the chronological year group. This applies regardless of whether it is for a higher or lower year group.

The Executive Headteacher may request additional information after the submission of an application for an out-of-year group place, if necessary.

Each application will be considered on the individual circumstances of each case. Applicants will be notified in writing of the decision, including the reasons for it.

Unsuccessful applicants have the right to appeal if they are refused a place at the school. However, this right does not apply if they are offered a place at the school, but it is not in their preferred age group.

APPENDIX 1

Specification and maps of the community area for admissions to The Eastbourne Academy

The community area is defined on the attached map 1 for the main, rural part of the boundary. Where the boundary passes through residential areas, the following boundary descriptions apply, and these are illustrated in map 2 for the Ratton area and map 3 for the Langney area.

The Ratton area

From the west the rural boundary crosses the golf course close to the clubhouse. The boundary then goes:

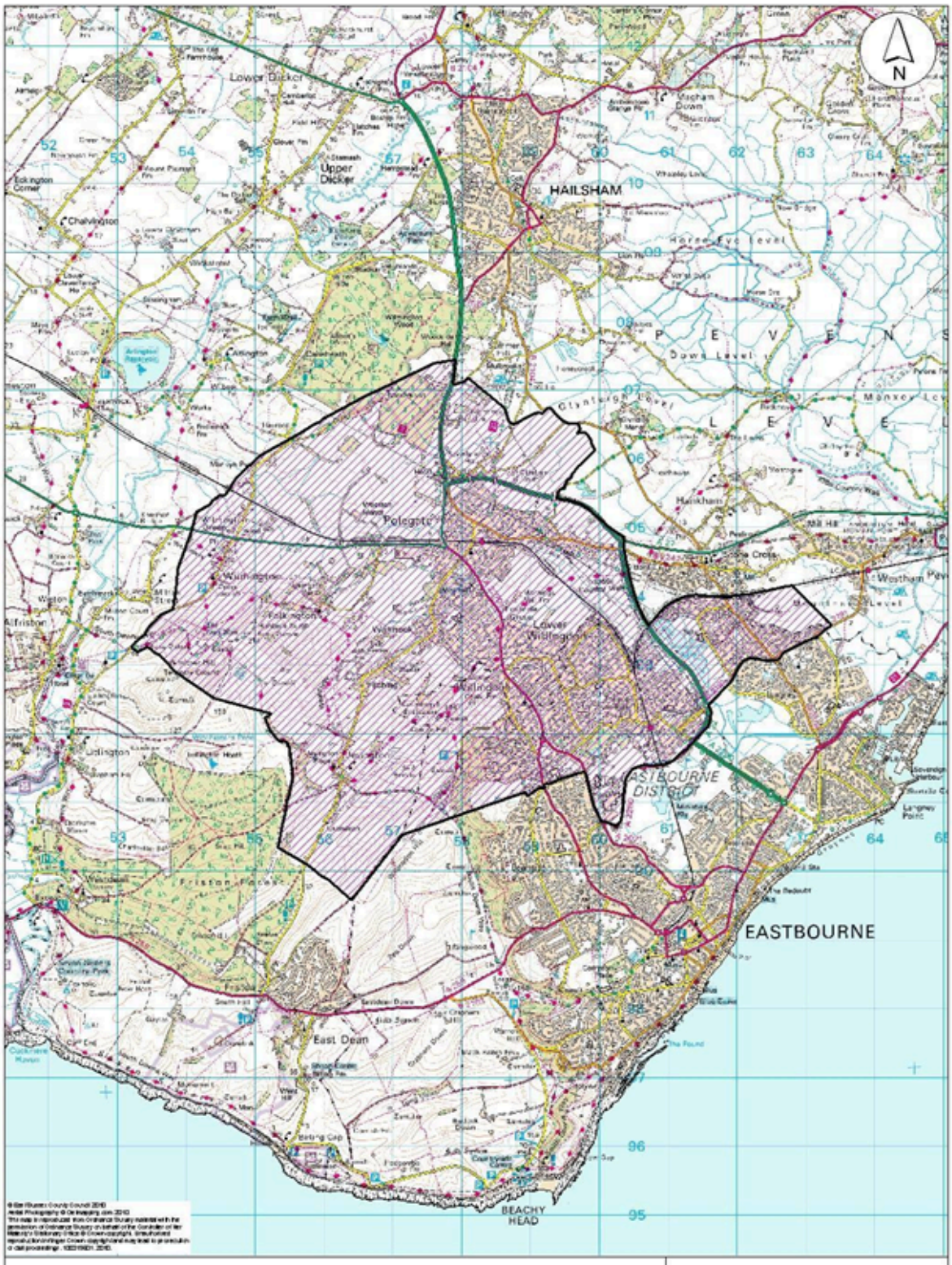
- south east along Southdown Road (including dwelling on both sides and including those in Falmer Close)
- left along Victoria Road to its junction with the A2270 Willingdon Road
- across the A2270 Willingdon Road and along Park Avenue (including dwellings on both sides and including Jack O' Dandy Close)
- right along the A2021 Kings Drive to the roundabout with Cross Levels Way (including dwellings on both sides)
- eastwards along the A2280 Cross Levels Way (no dwellings exist on Cross Levels Way) to its Junction with the A22
- north east along the A22 Highfield Link to the roundabout where it crosses Willingdon Drove.

[This continues into the Langney area below]

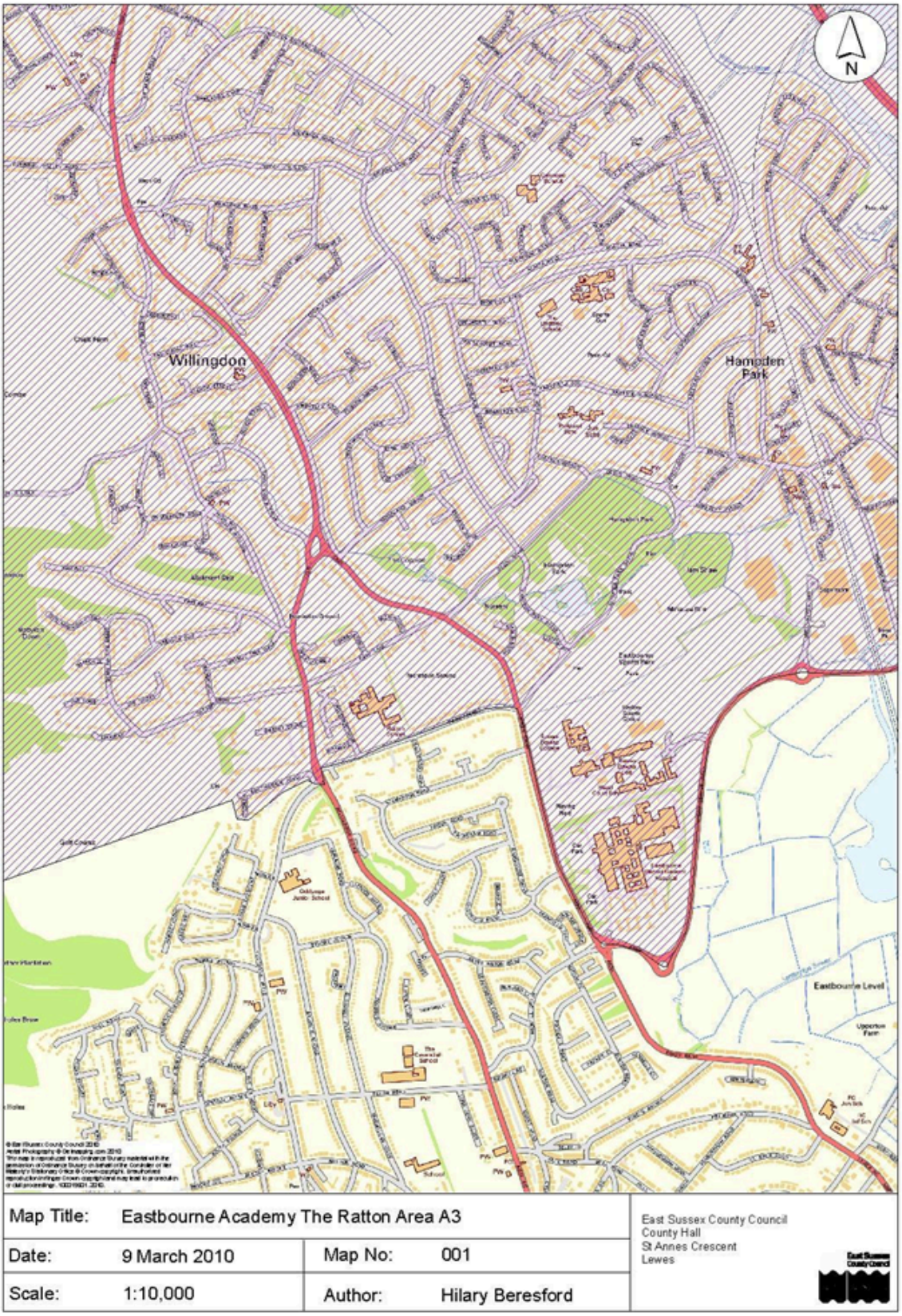
The Langney area

From the roundabout where the A22 crosses Willingdon Drove the boundary goes:

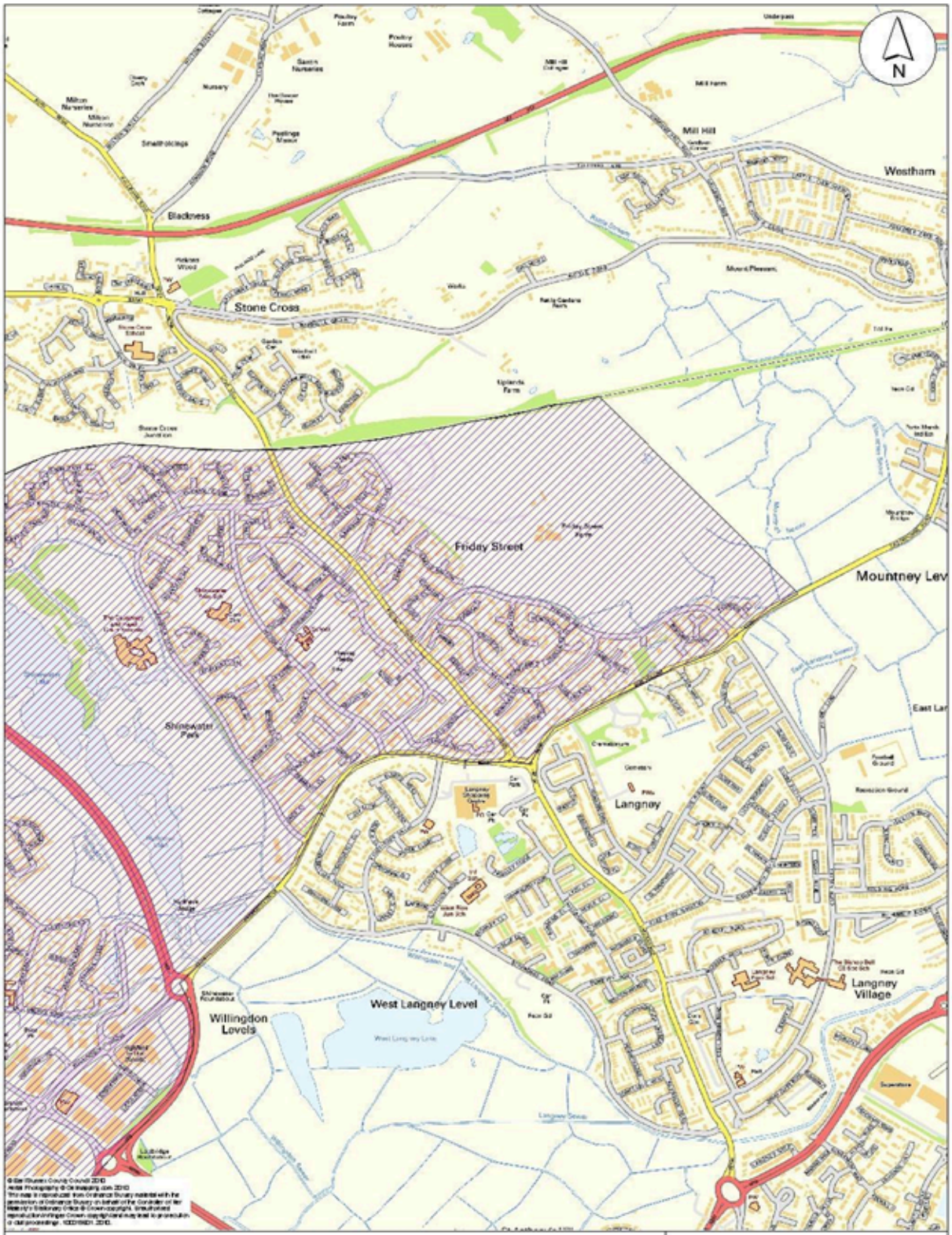
- north east along the B2191 Willingdon Drove to its junction with the B2104 (including dwellings on both sides)
- across the B2104 and continues along the B2191 Hide Hollow (including dwellings on both sides)
- after the Priory roundabout (to the east of Brendon Close), north to the railway line
- west along the railway line to where the railway line crosses the A22
- north along the A22 as part of the rural boundary.


N
HAILSHAM
Lower Dicker
Upper Dicker
Polegate
Hankham
Westham
Lower Willingdon
Willingdon
Wannock
Arlington
Wilmington
Litlington
Alfriston
Friston Forest
East Dean
EASTBOURNE
BEACHY HEAD
EASTBOURNE DISTRICT
PEVENSEY LEVEL
Horse Eye Level
Down Level
Clanfield Level
Map Title: Eastbourne Academy Overview A3
Date: 9 March 2010
Map No: 001
Scale: 1:50,000
Author: Hilary Beresford
East Sussex County Council
County Hall
St Annes Crescent
Lewes

Map 1 - The main boundary



Map 2 – The Ratton Area



Map Title:	Eastbourne Academy The Langney Area A3		East Sussex County Council County Hall St Annes Crescent Lewes
Date:	9 March 2010	Map No:	001
Scale:	1:10,000	Author:	Hilary Beresford

Map 3 - The Langney Area