



## **Admissions Policy**

<b>To be ratified and reviewed by the Governing Body on</b>	<b>28 January 2020</b>
<b>Review by</b>	<b>28 January 2021</b>

## **Background to school**

The East London Science School is a publicly funded, non-selective, co-educational secondary school for 11-18 year olds.

Responsibility for the admission of pupils rests with the Governing Body.

All applications for places at the school will be considered in accordance with the arrangements we set out below.

East London Science School is an 11 – 18 mixed free school for pupils of all abilities and backgrounds with 120 places available in Year 7. We accept pupils from across London. Our pupils live almost equally in Newham and Tower Hamlets with some coming from even further afield. This is something we are keen to maintain as it gives the school a uniquely diverse pupil intake. We do not operate any form of aptitude or academic selection in pupil admissions. However, the education we offer is unashamedly academic and this is something that we know our pupils and parents value highly.

## **Over subscription criteria**

Children with a statement of Special Education Needs that named the East London Science School (subject to the school's right of appeal to the Secretary of State) will be offered a place before all other applications are considered.

- Children who are in the care of a Local Authority including those that have been previously looked after but ceased to be so because they were adopted or became subject to a residence or special guardianship order.
- Children who will have a sibling attending the East London Science School at the time of admission. A "Sibling" is defined as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. Where applications are received from twins, triplets or same year siblings, if one child is selected for a place the twin/triplet/same year sibling will be ranked in their own priority group immediately below children in the care of a Local Authority. The sibling rule does not apply to students with a place in Year 12 or 13.
- Children of staff at the East London Science School where the member of staff has been employed by the school for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- After places have been filled by the first three criteria, 1/3 of any remaining places will be offered to children who live between 0 and 1.499km from the school, measured by straight-line distance from the main school entrance of the current school location (as specified in the school prospectus or on the school website) to the child's home address being the home address of the main carer as set out on the application form. Where the number of applicants in this category exceeds the

number of places, offers will be determined by random allocation.

- After places have been filled under the first four criteria, 1/2 of any of the remaining places will be offered to children who live between 1.500km and 2.999km from the front gate of the school. Where the number of applicants in this category exceeds the number of places, offers will be determined by random allocation.
- After places have been filled under the first five criteria, any remaining places will be offered to children living a distance of 3.000km or beyond from the front gate of the school. Where the number of applicants in this category exceeds the number of places, offers will be determined by random allocation.
- After places have been filled under the first six criteria, any remaining places will be offered to any other children making an application, where children live closest to the school, measured by straight-line distance from the main school entrance of the current school location (as specified in the school prospectus or on the school website) to the child's home address being the home address of the main carer as set out on the application form, are given priority.

**Note:**

Distances from the pupil's home address to the main school entrance will be measured by using Ordnance Survey data to plot the applicable distance using the London Borough of Newham's home-school distance service.

In the event of a tie between two or more children following the above criteria, places will be allocated by random selection which will be independently supervised.

**Waiting list**

1. On 1st September 2020 applicants on the Reserve List and applications received after 31st October 2019 will be placed on the waiting list.
2. All applications on the waiting list will be considered for any vacancies occurring during the period 1st September and 31st December 2020 in accordance with the admission criteria.
3. The waiting list will not be maintained after 31st December 2020.

**Required documents for admission**

The documents listed under the relevant sub-headings below are required for admission to the East London Science School. You will be asked to submit these documents within 14 days once you have accepted an offer of a place at the East London Science School.

To verify the child's date of birth (which should show the same name as you supplied on the application form)

One of the following documents will be required:

- The child's short form birth certificate  
OR
- The child's current passport  
OR
- For asylum seekers only – documentation supplied by the National Asylum Support Service (NASS) showing the child's name and date of birth.  
OR
- Documentation relating to looked after or previously looked after children as determined in accordance with the applicable law and/or guidance from the Secretary of State for Education, or in the alternative, documentation relating to looked after or previously looked after children as determined by the Chair of Governors acting jointly with the Principal.

**To verify the child's current home address:**

One of the following documents will be required:

- A current year's Council Tax bill addressed to at least one of the child's parents/carers as specified on the application form  
OR
- A current Housing Benefit entitlement letter addressed to at least one of the child's parents/carers as specified on the application form  
OR
- A current rent book for council housing with the named tenant(s) being one of the child's parents/carers as specified on the application form  
OR
- Your current tenancy agreement if you live in a property owned by a private landlord and the landlord is liable for the Council Tax. Your agreement must show the landlord is liable for the Council Tax and this must be verified with the Council Tax section of your local authority. At least one of the child's parents or guardians must be named on the tenancy agreement.

If you have moved from the address you stated on your application form you must provide documents for the address on the application form as well as your current address.

**Withdrawal of Places**

False information, or the omission of material information, may result in disqualification for a place, or the withdrawal of a place after it has been offered, accepted or taken up.

The School may withdraw an offer where it has been offered in error, a parent has not responded within a reasonable period of time, or it is established that the offer was obtained through a fraudulent or intentionally misleading application.

The school may withdraw a place once the child has started at the school where that place was fraudulently obtained; taking into account the length of time the child has been at the school.

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