



## CALLINGTON COMMUNITY COLLEGE (FOUNDATION SCHOOL)

# ADMISSIONS POLICY CALLINGTON COMMUNITY COLLEGE 2009-10

Callington Community College is an 11-18 mixed comprehensive school serving the needs of the young people of Callington and the surrounding villages. The college works very closely with its 11 feeder primary schools and aims to provide a seamless education in partnership with these primary schools from the age of 3 to 19. We collaborate closely with our primary schools in aspects of curriculum development, staff training and, in particular, educational philosophy. In order to support the continued development of these strong links with our feeder primary schools applications from students attending one of our 11 feeder primary schools will be considered as high priority in our oversubscription criteria.

The main principle of admission to Callington Community College is to maintain the character of the college as a comprehensive school, providing for the needs of young people within the 11-18 age range, who live in Callington and the surrounding areas, provided that they can be accommodated within the agreed admission limits. We are an inclusive school and welcome all applications. Our uniform policy is intended to encourage a professional appearance and a pride in the school, it is also conscious of health and safety requirements. We have tried to keep this at a reasonable cost while maintaining a level of conformity and are pleased to discuss any concerns you may have regarding uniform items. Admission to our college is not dependent on any 'voluntary' contribution and we have a full range of extra-curricular activities available for all children at no extra cost. We have a full programme of visits for which a charge is made but again we are pleased to discuss any concerns you may have.

The college will endeavour to provide places for students outside this area whose parents wish them to attend Callington Community College provided that they can be accommodated within the agreed admission limits.

This policy is written with full adherence to and in accordance with the Admissions Code of the DCSF, 2007. All statutory obligations defined within this code apply.

Students will be admitted to Year 7 without reference to ability or aptitude using the procedures detailed in this document, which includes arrangements and criteria that will be applied in the event of oversubscription. The number intended to admit in September 2009 will be 240.

The college participates in the Local Authority co-ordinated scheme and applicants should adhere to all deadlines within that. All applications for places in Year 7 must be made on the common application form. There is no additional application form or information required by the Governors of Callington Community College.

Children with a statement of special educational needs that names Callington Community College will be admitted to the college.

## **Over subscription**

In the event of there being more than 240 applications for places the following admission criteria will be used (in descending order of priority) to allocate places.

Children in public care who are looked after at the time of application for a place at the college and who the local authority can confirm will still be looked after at the time of admission to the college (See Note 1).

Children with an unequivocal professional recommendation from a school medical officer or educational psychologist that non-placement would result in medical or psychological harm. Parents must complete the relevant section on the application form and attach medical reports from at least two registered health professionals to support the application. These reports must set out in particular the reasons why Callington Community College is the most suitable school and what difficulties would occur if the child had to go elsewhere. These reports must be received with the application form by the published date. These applications will be considered by the Admissions Committee (see Note 2). Information received after the published date for receipt of applications under the Local Authority's co-ordinated scheme will not be considered.

Children who attend one of the following primary schools on the closing date for applications as part of the co-ordinated admissions scheme in the year preceding admission to secondary school:

Callington County Primary School  
Calstock County Primary School  
Delaware County Primary School  
Gunnislake County Primary School  
Harrowbarrow County Primary School  
Pensilva County Primary School  
Quethiock Church of England Primary School  
St Dominick Church of England Primary School  
St Mellion Church of England Primary School  
Stoke Climsland County Primary School  
Upton Cross County Primary School

Children who have a sibling (see Note 3) attending the college at the time of application and who will still have a sibling attending the college at the proposed date of admission.

In the event of an over-subscription within any of the above criteria proximity to the college will be used with those living nearer being given priority. Distance measurements to be made 'as the crow flies' from the home address to the nearest entrance gate to the college. All measurements will be made using 'Datamap' or an equivalent piece of software designed to measure accurately distances between two addresses.

## **Proof of residence**

The college in the event of any discrepancy regarding the child's place of residence may require proof of residence. The college reserves the right to withdraw the offer of a place should it become apparent that such proof of residence is unsubstantiated. The parent reserves the right to appeal against this decision following the college's appeal procedure. Please note that when parents live separately, the address used should be the address that the

child usually lives at and attends school from. If the child lives equally with both parents at different addresses then it is the parents' responsibility to make this clear on the application form. Parents may be asked to provide acceptable proof that this is the case.

### **Tie-breaker**

In the event of two or more students having equal priority for a place at the college then distance from the home address to the nearest entrance gate to the college, measured 'as the crow flies' using 'Data map' or an equivalent piece of software designed to measure accurately distances between two addresses will be used as a tie-breaker.

### **Admission outside the normal age group**

Although most children will be admitted to the college with their own age group, from time to time parents seek places outside their normal age group for gifted and talented children or those who have experienced problems or missed part of the year, often due to ill health. While it would not normally be appropriate for a child to be placed in a year group that is not concurrent with their chronological age, the college will consider these requests carefully and will make a decision based on the particular circumstances of each case.

### **Admissions outside the coordinated scheme**

In the event of a place being available in the appropriate year group for a mid-term application an offer of a place at the college will be made. If no places are available the child will be refused a place at the college.

Parents of children who are refused a place at the college should refer to the college's appeals process or seek advice from the Local Authority regarding alternative schools.

### **Late Applications**

Late applications are those submitted after the closing date of the coordinated admissions scheme and will be dealt with in accordance with that scheme.

### **Waiting List**

If, after the offer of places has been made, the college is over-subscribed, all unsuccessful applications will be placed on the waiting list that will be administered by the Governors of the college in partnership with the Local Authority for the duration of the co-ordinated admissions scheme. A child's position on this waiting list will be determined by the college's published over-subscription criteria. Once the co-ordinated scheme is closed, the waiting list will close. The college does not maintain a waiting list outside of the Local Authority's co-ordinated scheme.

### **Transfer from Year 11 and applications to the Sixth Form**

The number of places available to external applicants to the Sixth Form will vary according to how many internal applications are received and accepted and how many Year 12 students progress onto Year 13. Historically, we have been able to allocate at least ten places in Year 12 to external applications. We might exceed this number if the preferred courses of study are not oversubscribed and the applicant has met the relevant entry requirements.

All entrants to the Sixth Form will be provided with a course-suitability meeting to ensure that they have a reasonable chance of success on their chosen courses. Alternative suggested courses might be made at this meeting. This meeting will be held with one of a specialist team of Sixth Form tutors. In cases where the tutor feels that the candidate will not be able to complete any available course successfully (at 'pass' level) then a place in Year 12 may be denied. Parents are entitled to the normal route of appeal against such decisions. Entry requirements for each of our courses and pathways in the Sixth Form are available in our Sixth Form prospectus.

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## **Oversubscription to the Sixth Form**

Applications from internal candidates who meet the academic requirements will be considered first.

If there are more than ten external applications from candidates who meet the entry requirements then every attempt will be made to accommodate them onto a suitable course where numbers allow.

Where a particular course is heavily oversubscribed and we cannot run a parallel course then the places will be offered to those internal candidates who have the better grades at GCSE or subject specific requirements. We will strive to offer alternative courses for any student affected by this criterion.

In the event of two or more students having equal priority for a place at the college then distance from the home address to the nearest entrance gate to the college, measured 'as the crow flies' using 'Data map' or an equivalent piece of software designed to measure accurately distances between two addresses will be used as a tie-breaker.

**Note 1:** A supporting statement from the social worker or foster carer should be received by the closing date for applications.

**Note 2:** the Admissions Committee, comprising the Headteacher, Head of Admissions and a Governor, will consider Applications. The Committee will decide whether the applicant should be given priority under this category.

**Note 3:** For the purposes of admission arrangements a sibling is defined as a full, half, step, adopted or long-term fostered child living at the same address. In the case of siblings living at a different address the siblings must be blood relatives, in other words share at least one parent.