THE DEANES

ADMISSIONS POLICY
2026 / 2027

THE DEANES ADMISSIONS POLICY – For September 2026 Entry

Published Admission Number: 120

Where applications for admission exceed the number of places available, priority for admission will be given to those children who meet the criteria set out below:

(1) Looked After Children.
A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

(2) Children with a sibling attending the school at the time of application, and a reasonable expectation that the brother or sister will still be attending at the time of admission.

The definition of a "sibling" includes a child living in the same family unit, in the same family household and address. This includes brothers and sisters and stepbrothers and sisters. Biological siblings will be treated as "siblings" irrespective of residence.

(3) Children of staff at the school.

Applies to members of school staff (which includes teaching and non teaching staff) who has been employed for a minimum of 2 years at the time of application or where a member of staff is recruited to fill a vacancy for which there is a demonstrable skill shortage.

(4) Children living within the Priority Admission (Catchment) Area of The Deanes.
A Priority Admission (Catchment) Area can be checked on the Essex County Council website by inputting your postcode.

(5) Other children.

If the number of applicants within any of the above oversubscription criteria exceeds the number of places available at the school and a tie-break is necessary to determine which child is to be admitted, the child living closest to the school will be given priority for admission. Straight-line distance between the child's home and the school will be measured as defined in the Local

Authority's booklet '*Secondary Education in Essex*' and published each academic year).

If a child lives at more than one address, it is the address of the parent/guardian that is in receipt of child benefit for the child that is considered as the home address. The school reserves the right to request proof of receipt of child benefit.

Pupils with an Education, Health and Care Plan that names The Deanes in the Statement are required to be admitted irrespective of the above admission criteria.

Successful applicants will be required to accept or decline the offer of a place by a specified date. If parents fail to respond, it will be assumed that they do not wish to take up the place.

Unsuccessful applicants will be placed onto a waiting list. The criteria for the waiting list will be in accordance with the admissions criteria. The waiting list will be held by the school until the 31 December 2026. Unsuccessful applicants will have the right of appeal to an Independent Appeals Panel which will meet on a specified date.

Applications

Applications will be handled under a co-ordinated arrangement operated by the child's home Local Authority. For children resident in Essex, this information will be published in the Secondary Education in Essex 2026/27 booklet. Applications should be made to the home Local Authority by the National Closing Date. The procedure for handling late applications will also be in accordance with the co-ordinated admission arrangements published by the home Local Authority.

In-Year Applications

In-year applications should be made to the school using the Application Form provided by Essex County Council. Upon receipt of a mid-year application, the admission authority will notify the parents of the outcome of their application in writing within 15 school days.

Admission outside the normal age group

Parents may request that their child is admitted outside their normal age group. If a parent wishes to make such an application they must contact the Clerk to Governors with a written request including the following information:

i. the normal age group that the pupil would be admitted to and the year group which they are requesting the child be admitted to;
ii. the reason(s) for the request;
iii. the parent's views on why the admission outside of the normal year group should be made;
iv. information and evidence about the child's academic, social and emotional development as supported by professionals;
v. confirmation as to whether the child has been educated outside of the normal age group previously; and
vi. if relevant to the request, a medical history and the views of medical professionals about the request for being educated outside of the normal age group.

The Head Teacher will be given the opportunity to consider the information and, along with your application, submit the information to the Governor's Admissions Committee to make a determination. If the request for a deferred entry is not made within the normal admissions round and is refused by the Admission Committee, whereby you are not offered a place for your child in the normal age group, then parents will have the right to appeal the decision to an independent appeal panel.

If the application is made during the normal admissions round, and Governors agree that an admission outside of the normal age group is acceptable, then the application will be processed and will still be subject to our oversubscription criteria. A grant of the application does not receive any priority under our oversubscription criteria. If the application is rejected by Governors Admissions Committee during the normal admissions round then the application for a place at the school will still be subject to our oversubscription criteria but for admission into the normal age group.

Appeals

Parents have the right to appeal the Admission Authority's refusal to offer a place at the school. Admissions will be dealt with by Essex County Council on behalf of the academy trust. Details of how to appeal will be set out in the communication confirm no offer is being made.

Signed by:

Chair of Governors: _____

Headteacher: _____

Date: