

THE BISHOP'S STORTFORD HIGH SCHOOL

London Road, Bishop's Stortford, Hertfordshire, CM23 3LU

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IN-YEAR ADMISSION CRITERIA FOR SEPTEMBER 2022



Introduction

The number of registered pupils at The Bishop's Stortford High School (TBSHS) at the beginning of 2020/21 school year was 1211. TBSHS is an all-ability single sex boys 11-16 school, with a co-educational Sixth Form admitting boys and girls at 16+.

The Published Admission Number (PAN) for Year 7 was 156 and intake number was 168.

The Intake number for Year 8 (2019 intake) was 168, Year 9 (2018 intake) was 168, Year 10 (2017 intake) was 168 and Year 11 (2016 intake) was 168.

Boys and girls are also admitted at age 16+ provided that they have the appropriate qualifications. The number of intended admissions to the Sixth Form for the year commencing September 2022 will be 200. The PAN for external applicants is 32.

In determining admissions to TBSHS the Governing Body are mindful that they have an overriding statutory duty to the general principle that pupils should be educated in accordance with the wishes of their parents provided those are compatible with the provision of efficient education.

The aims of the School

The Governing Body would like to encourage applications from prospective pupils from both the local area and surrounding villages who will, together with their parents, fully subscribe to a traditional disciplined environment, which aims to enhance the current Christian ethos of the School and promote excellence in all its pupils.

The Governing Body would particularly encourage a full commitment to, and participation in, the extra-curricular life of the School, for example in music, sport and creative performance, much of which takes place outside normal school hours and at weekends.

For Sixth Form entry the Governors wish to maintain the practice of offering places to those for whom a suitable course is available.

Oversubscription

If there are more applications for admission than places available or the school is full, the Governing Body will use the criteria set out in this document to allocate any available places. A student who has a statement of special educational or an EHC (Education, Health and Care) Plan will be admitted under Section 324 of the Education Act 1996.

Criterion 1	Children looked after or previously looked after (children who ceased to be looked after because they were adopted or became subject to a child arrangements order or special guardianship order).
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Criterion 2	Children previously from abroad who were cared for by the state because he/she would not otherwise have been cared for adequately and subsequently adopted.
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Criterion 3	<p>Boys who have a sibling attending the school, in Years 7 - 13, at the closing date for applications will be admitted.</p> <p>A sibling is defined as a brother, sister, half-brother, half-sister, adopted brother, adopted sister, step-brother, step-sister or a child of parent/carer of a child looked after/previously looked after living permanently* at the same address from Monday to Friday.</p> <p>*A sibling link will not be recognised for children living temporarily in the same house, for example a child who usually lives with one parent but has temporarily moved or a looked after child in a respite placement or very short term or bridging foster placement.</p>
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Criterion 4	<p>Sons of staff who have been permanently employed directly by the school for two or more years at the closing date for applications; or a member of staff who has been recruited to fill a vacant post for which there is a demonstrable shortage.</p> <p>The staff member must be the child's legal parent (by blood, adoption or step-parent) and have been living at the same address as the child for a minimum of 2 years.</p>
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Criterion 5	<p>Any places that remain will be allocated to pupils who live closest to the school, measured by the straight-line distance from the applicant's home address as determined by the Local Authority's distance measuring system. Hertfordshire County Council's 'straight line' distance measurement system is used for all home to school distance measurements. Distances are measured using a computerised mapping system to two decimal places. The measurement is taken from the AddressBase Premium address point of your child's house to the address point of the school. AddressBase Premium data is a nationally recognised method of identifying the location of schools and individual residences.</p>
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GUIDANCE NOTES FOR PARENTS	
<ul style="list-style-type: none"> • <i>Criterion 1 – Places are allocated to children in public care according to Chapter 7, Section 2 of the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012. A “child looked after” is a child who is:</i> <ol style="list-style-type: none"> <i>a) in the care of a local authority, or</i> <i>b) being provided with accommodation by a local authority in the exercise of their social services functions (section 221(1) of The Children Act 1989).</i> 	

- *Criterion 2 - Applications for children adopted but previously looked after abroad will be considered under this rule. Hertfordshire County Council's "Virtual School" will be asked to verify all such applications.*
- *The address provided **must** be the child's permanent address at the time of application (has lived at that address for at least a year and/or the family own the property or have a tenancy agreement for a minimum of 12 months). The application can only be processed using one address. If a child lives at more than one address (for example due to a separation) the address used will be the one which the child lives at for the majority of the time. If a child lives at two addresses equally, the address of the parent/carer that claims Child Benefit/Child Tax Credit will be considered as the child's main residence.*
- *Reports of fraudulent applications will be investigated and school places will be withdrawn when false information is deliberately provided.*
- *In general children should be educated in their normal age group. The Governing Body will take into consideration children whose parents believe they should be educated in a different year group. At the time of application supporting evidence from relevant professionals working with the child and family will need to be provided. There is no guarantee that an application will be accepted. If the application is not accepted this does not constitute a refusal of a place and there is no right to an independent statutory appeal.*
- *The school will always consider applicants made under Hertfordshire's Fair Access Protocol and if agreed will be admitted above those on the school's continuing interest list and over the Published Admission Number (PAN if required).*
- *For applications received for twins or other multiple births, it is the Governors' policy that in the event of the admission of one such child under one of the above criteria, the twin brother(s) would also be offered a place(s) at TBSHS, we will admit over the school's published admission number to accommodate the remaining twin/multiple birth child.*
- *Please ensure you complete the In-Year application form (which is available on the school's website or from The Admissions Officer) and return directly to the school. The school will advise Hertfordshire Local Authority of any applications made to the school.*
- *We will write to you with the outcome of your application and, if you have been unsuccessful, the county council will write to you with registration details to enable you to login online at www.hertfordshire.gov.uk/schoolappeals should you wish to appeal. The Bishop's Stortford High School uses the HCC central clerking service for the administration of admission appeals. Parents can appeal against an admission decision, in accordance with current legislation and the School Admission Appeals Code.*

The criteria are subject to review annually.