

## TRINITY ACADEMY HALIFAX

### Admissions Policy and Oversubscription Criteria for Admissions in the Academic Year 2020/21



Trinity Academy Halifax (the 'academy') will admit 330 students into Y7 in 2020/21.

Arrangements for applications for places at the academy will be made in accordance with the Calderdale Local Authority's co-ordinated admission arrangements and will be made on the online application form administered by the local authority.

It is not mandatory that the supplementary application form is completed, but parents should do so if they wish their application to be considered in relation to church attendance.

Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below. After the admission of students with an Education, Health and Care Plan or Statement of Special Educational Needs where Trinity Academy Halifax is named on the plan or statement, the criteria will be applied in the order in which they are set out below:

1. (a) Children who are in public care – 'Looked After' (as defined by section 22 of the Children Act 1989) or children who were previously looked after but ceased to be so because they became adopted or became subject to a child arrangements or special guardianship order.  
(b) Children who appear (to the admission authority of the academy) to have been in public care outside of England and ceased to be in public care as a result of being adopted.<sup>1</sup>

<sup>1</sup> A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

2. Children who attend Akroydon Primary Academy.
3. Children whose siblings currently attend the academy and who will continue to do so on the date of admission.

*("Sibling" is defined as a full or half brother or sister; a step brother or sister; an adoptive brother or sister; the children of parents living together in the same family household. The elder sibling must still be on roll at the academy when the younger child starts at the academy. Sibling applications will only be accepted for siblings of students in years 7 to 10; siblings of students in year 11 whose parents have confirmed their commitment to the pupil continuing into year 12 (written confirmation will be required) and siblings of year 12 who are attending a 2-year course. However, siblings of year 13 students will not be accepted.)*

4. Children of staff employed at the academy. 'Staff' for this purpose are defined as anyone employed by the academy who has held a permanent contract with the academy for at least two years prior to the application or to staff recently appointed to a post for which there is a demonstrable skill shortage.
5. Children who are resident in the defined priority catchment area, as shown on the map following this policy and who regularly attend, or whose parents/guardians regularly attend a Church of England Parish Church.

*("Regularly attend" means attendance at public worship at least twice per month for the year before the application is submitted.)*

6. Children whose place of residence is within the defined priority catchment area shown on the map following this policy.
7. Children who regularly attend, or whose parents/guardians regularly attend, one of the Church of England Parish Churches in the Rural Deanery of Halifax.

*("Regularly attend" carries the same definition as set out at Criterion 3.)*

8. Children who regularly attend, or whose parents/guardians regularly attend, one of the Church of England Parish Churches in the rural Deaneries of Calder Valley and Brighouse and Elland.

*("Regularly attend" carries the same definition as set out at Criterion 3.)*

9. Children who regularly attend, or whose parents/guardians regularly attend, another Christian Church within the area of the Calderdale Metropolitan District (affiliated to Churches together in England). A list of such churches is available to view by visiting: [www.cte.org.uk](http://www.cte.org.uk)

*("Regularly attend" carries the same definition as set out at Criterion 3.)*

10. Other children.

If there is oversubscription in any category, students will be admitted in order of proximity to the academy.

Distance will be calculated using a straight-line measurement from the pupil's home to the main academy gate. Distances will be calculated using the local authority's Geographical Information System (GIS). To ensure consistency, all measurements will be carried out by the local authority's GIS system and no other method of measuring distance will be considered. Each property has a co-ordinate taken from Ordnance Survey address point data. This is the point from which distance measurements will be taken.

Random allocation (undertaken by the local authority or another body unconnected with Trinity Academy Halifax) will be used as a tie-break to decide who has highest priority for admission if the distance between a child's home and the academy is equidistant in any individual case. However, if children of multiple birth (twins and triplets) are tied for the final place, those siblings will be admitted over PAN.

### **Sixth Form**

The academy operates a sixth form for a total of 400 students. 250 places will be available in year 12 (the year 12 'capacity'). While the admission number is 250, if fewer than 250 of the academy's own year 11 students transfer into year 12, additional external students will be admitted until year 12 meets its capacity of 250. Priority to external students will be in the following order:

- 1 Students from any Calderdale 11-16 school who work formally with Trinity 6<sup>th</sup> Form Centre – these schools are: Rastrick High School and Trinity Academy Sowerby Bridge.
- 2 Students from any Calderdale secondary school who do not have their own 6<sup>th</sup> Form provision - these schools are: Calder High School, Park Lane Academy, The Halifax Academy and Todmorden High School.
- 3 Students from any other school.

Both internal and external students wishing to enter the 6<sup>th</sup> Form will be expected to have met the same minimum academic entry requirements. Minimum academic entry requirements, along with any relevant course-specific requirements, are published annually in the academy's Post-16 Prospectus and on its website. When the 6<sup>th</sup> Form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted/permitted to progress.

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## **Trinity Academy Halifax**

### **Admission Appeals 2019**

Where the Governors are unable to offer a place because the academy is oversubscribed, parents/carers have the right to appeal to an Independent Admission Appeal Panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002.

For Calderdale residents, offers of a secondary school place are sent from Calderdale Council on Friday 1 March 2019. Included with the offer letter will be a reallocation form. Residents from outside Calderdale will receive their offer letters from their home Local Authority (LA) but may request a reallocation form directly from Calderdale Council. The form must be completed and returned to Calderdale LA no later than Friday 15 March 2019. The reallocation form also requests that parents/carers indicate if they would like to pursue an independent admission appeal. Any appeal requests would be passed directly from the LA to the Clerk to the Independent Appeal Panel.

Parents, who intend to make an appeal against the Governing Body's decision to refuse admission, must submit a notice of appeal to:

**Admission Appeal Clerk**  
**PO Box 1694**  
**Huddersfield**  
**HD1 9DL**

**Telephone: 07949 707868**  
**e-mail: [churchschoolappeals@gmail.com](mailto:churchschoolappeals@gmail.com)**

The Clerk to the Independent Appeal Panel will inform and advise parents/carers how to proceed with an appeal. On completion, the appeal documents should be returned to the Clerk to the Independent Appeal Panel by the specified date on the form. Appeal requests will be acknowledged within seven days of receipt. If the completed documents are not received by the specified date on the form it is not guaranteed that the appeal will be heard before the end of term. Appeals are not held during academy holidays.

For applications made in the normal admissions round, appeals will be heard within 40 academy days of the deadline for lodging appeals. The date, time and venue for the appeal hearing will be sent to parents/carers at least 10 days prior to the appeal hearing. Appeals for year 7 intake applications will be held towards the end of May/mid June 2019.

For applications for other year groups, appeals will be heard within 30 school days of the appeal being received.

Please note: This right of appeal against the Governors' decision does not prevent a parent/carer from making an appeal in respect of any other school.

**Trinity Academy, Halifax**  
**Church Attendance**  
*(Supplementary Form)*

Trinity Academy's admissions policy provides for preference to be given to those children, or their families, who are regular worshippers at church and are resident in the defined priority catchment area. It is not mandatory for you to complete this supplementary form, but you should do so if you want your application to be considered using the church attendance criterion of the academy's admissions policy. Please read the admissions policy carefully so that you may understand how the oversubscription criteria will work.

**Part A – Completed by Parents/Carers**

Names of Parent(s)/Carer(s): \_\_\_\_\_

Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Primary School Attending: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Daytime Number: \_\_\_\_\_

**Declare Christian Commitment (attendance at public worship at least twice per month), for at least the previous one year before the submission of this form. The worshipper may be one or both parents/carers or the child).**

Name(s) of Worshipper(s): \_\_\_\_\_

I/We worship at: \_\_\_\_\_

Please sign your name(s): \_\_\_\_\_

**Part B – Completed by the Vicar or Minister of Religion**

(During an interregnum, the form may be signed by a churchwarden)

**Please sign if the person/persons named above attend public worship at least twice per month and has done so for at least the previous one year before the submission of this form.**

Confirm Name of Worshipper(s): \_\_\_\_\_

Name of Church: \_\_\_\_\_

Denomination: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Status within the Church: \_\_\_\_\_

Contact Details (telephone/email): \_\_\_\_\_

To be returned by the person verifying this declaration to:  
Trinity Academy Halifax, Shay Lane, Holmfield, Halifax, HX2 9TZ  
Closing Date – 31 October 2019