



Admissions Policy
Implementation: July 2019
Review: autumn 2020

ANNEX B

THE ADMISSION OF STUDENTS TO OASIS ACADEMY OLDHAM

GENERAL

1. This annex may be amended by agreement in writing between the Secretary of State and Oasis Community Learning.
2. Oasis Community Learning will act in accordance with, and will ensure that the Independent Appeal Panel is trained to act in accordance with, all relevant provisions of the School Admissions Code and the School Admission Appeals Code published by the Department for Children, Schools and Families (“the Codes”) as they apply at any given time to maintained schools and with equalities law and the law on admissions as they apply to maintained schools. For this purpose, reference in the Codes or law to “admission authorities” shall be deemed to be references to the governing body of Oasis Community Learning.
3. Notwithstanding the generality of paragraph 2 of this Annex B, Oasis Community Learning will take part in the Admissions Forum set up by the LA and have regard to its advice; and will participate in the co-ordinated admission arrangements operated by the LA and the local in-year fair access protocol.
4. Notwithstanding any provision in this Agreement, the Secretary of State may:
 - (a) direct Oasis Community Learning to admit a named Student to the Academy on application from a local authority. Before doing so the Secretary of State will consult Oasis Community Learning.
 - (b) direct Oasis Community Learning to admit a named Student to the Academy if Oasis Community Learning has failed to act in accordance with this Annex B or has otherwise failed to comply with applicable admissions and equalities legislation or the provisions of the Codes
- 4A. Oasis Academy Oldham will be an Academy of Religious Character. The Academy will be open to students and families of all faiths and none.
5. Oasis Community Learning shall ensure that parents and relevant children will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of Oasis Community Learning. The Independent Appeal Panel will be independent of Oasis Community Learning. The arrangements for appeals will comply with the School Admission Appeals Code published by the Department for Children, Schools and Families as it applies to Foundation and Voluntary Aided schools. The determination of the appeal panel is binding on all parties.
6. Oasis Community Learning shall prepare guidance for parents about how the appeals process will work and provide parents with a named contact who can answer any enquiries parents may have about the process. Oasis Community Learning may, if it chooses, enter into an agreement with the Oldham Metropolitan Borough Council or any other organisation for it to recruit, train and appoint appeal panel members, and to arrange for the process to be independently administered and clerked.
7. In paragraphs 5 and 6 above, ‘relevant children’ means:
 - a) in the case of appeals for entry to a sixth form, the child, and;
 - b) in any other case, children who of compulsory school age, or will be above compulsory school age by the time they start to receive education at the school.

ANNUAL PROCEDURES FOR DETERMINING ADMISSION ARRANGEMENTS

Consultation

8. Oasis Community Learning shall consult the following parties on Oasis Academy Oldham's proposed admission arrangements for a minimum of eight weeks between 1 November and 1 March in the determination Year¹:
- a) The LA.
 - b) The admission forum for the LA.
 - c) Any other admission authorities for primary and secondary schools located within the relevant area for consultation.
 - d) Any other governing body for primary and secondary schools (as far as not falling within paragraph c) located within the relevant area for consultation.
 - e) Affected admission authorities in neighbouring local authority areas.
 - f) Parents living in the relevant area for consultation whose children have attained the age of two but are not above compulsory school age and who are or will be eligible to apply to be admitted to the Academy;
 - g) Community groups which the Academy considers relevant;
 - h) Teaching unions if the consultation includes an increase in admission number.

Such consultation shall be in line with the requirements of the Codes and relevant admissions legislation, which at the date of this Agreement is section 89 of the School Standards and Framework Act 1998 as amended, and Regulations under that section.

9. From 2011-12, and for subsequent years, consultation in line with paragraph 8 is not required in any year where the following conditions are met:
- a) the admission arrangements were consulted upon in one or both of the previous two years; and
 - b) there have been no changes, or proposed changes, since the last consultation.
10. As soon as any changes are made to arrangements, or proposed, the consultation cycle in paragraph 8 must be followed for the next determination year.

¹

A 'determination year' is the Academy Financial Year beginning two years before the Academy Financial Year which the admissions arrangements will be for e.g. consultation to end in March 2011 and determination to be in April 2011 for admissions in September 2012

Oasis Community Learning Determination of Admission Arrangements

11. Oasis Community Learning will consider comments made by those consulted in accordance with paragraph 8, including any requests to amend the proposed admissions number, before determining the admissions arrangements for Oasis Academy Oldham.
12. Oasis Community Learning will determine the Academy's admission arrangements annually by 15 April of the Determination Year and notify consultees listed in paragraph 8 what has been determined within 14 days of that decision being made.

Representations about admission arrangements

13. Where Oasis Community Learning has determined the Academy's admission arrangements and notified all consultees listed in paragraph 8, if any of those bodies object to Oasis Academy Oldham admission arrangements, including the proposed admissions number, they can make representations to the Secretary of State. Any representations must be made by 30 June in the Determination Year.

Secretary of State's Consent for Changes to Admissions Arrangements

14. Where the admissions arrangements determined in a Determination Year in accordance with paragraph 12 are different to the admissions arrangements currently in existence for Oasis Academy Oldham, Oasis Community Learning shall by 30 June in the Determination Year apply to the Secretary of State for him to consent to such amended admissions arrangements.

Secretary of State's Power to Accept, Modify or Reject Admissions Arrangements

15. Where the Secretary of State has received any representations made in accordance with paragraph 13, the Secretary of State must consult Oasis Community Learning on such representations. Following such consultation, by 31 July in the Determination Year the Secretary of State may direct that Oasis Community Learning amends the proposed admissions arrangements for Oasis Academy Oldham. Oasis Community Learning shall comply with any such direction.
16. Where the Secretary of State has received an application made in accordance with paragraph 14 seeking his consent to any amended admissions arrangements, the Secretary of State must by 31 July in the Determination Year either approve the amended admissions arrangements or direct that the amended admissions arrangements are not implemented or must be modified. Oasis Community Learning must comply with any such direction.

Publication of Admission Arrangements

17. Oasis Community Learning shall each Determination Year publish Oasis Academy Oldham's agreed admission arrangements by:
- a) copies being sent to the persons consulted in paragraph 8;
 - b) copies being sent to primary and secondary schools in the Oldham Metropolitan Borough area;
 - c) copies being sent to the offices of Oldham Metropolitan Borough Council;
 - d) copies being made available without charge on request from Oasis Academy Oldham;
 - e) copies being sent to public libraries in the area of Oldham Metropolitan Borough Council for the purposes of being made available at such libraries for reference by parents and other persons.
 - f) a copy being uploaded to the Academy's website (if it has one)
18. The published admissions arrangements will set out:
- a) the name and address of Oasis Academy Oldham and contact details;
 - b) a summary of the admissions policy, including full oversubscription criteria and any arrangements for post-16 admission;
 - c) a statement of any religious affiliation if relevant;
 - d) numbers of places and applications for those places in the previous year; and
 - e) arrangements for hearing appeals.

Proposed Changes to Admission Arrangements by the Oasis Academy Oldham After Arrangements Have Been Published

19. Subject to paragraph 20, once the Academy's admission arrangements have been determined for a particular year and published, Oasis Community Learning will not make any change to such arrangements unless there is a major change of circumstances and the following procedures have been followed:
- a) Oasis Community Learning has consulted those who are required to be consulted under paragraph 8 above on the proposed variation;
 - b) following such consultation, Oasis Community Learning has applied to the Secretary of State to approve the change setting out:
 - i) the proposed change;
 - ii) reasons for wishing to make such change;
 - iii) any comments or objections to the proposal from those consulted; and
 - c) following such application, the Secretary of State has provided his consent to the proposed variation.
20. Oasis Community Learning shall following the prior written agreement or direction of the Secretary of State vary Oasis Academy Oldham's admissions arrangements where such changes are necessary to ensure compliance with the relevant provisions of admissions law or the Codes as they apply to maintained schools. Such changes may be made at any time.

- 21 Any changes to Oasis Academy Oldham's admission arrangements brought about through the variation processes in paragraphs 19 or 20 above must be published within the Oasis Academy Oldham prospectus and on its website (if it has one) and be communicated within 7 days to those persons who must be consulted under paragraph 8.
22. Oasis Academy Oldham must make arrangements for a parent of a child who has attained the age of ten but is not above compulsory school age and who has been, is or will be eligible to apply to be admitted to Oasis Academy Oldham to make representations to the Secretary of State that any aspect of the Academy's admission arrangements does not comply with the relevant provisions of admissions law or the Codes as they apply to maintained schools.
23. Where a representation is made in accordance with paragraph 22, the Secretary of State may, after consulting Oasis Community Learning, direct that Oasis Community Learning modify its arrangements for the admission of Students to Oasis Academy Oldham so that they comply with the relevant provisions of admissions law and the Codes as they apply to maintained schools. Oasis Community Learning must comply with any such direction.
24. Records of applications and admissions to Oasis Academy Oldham shall be kept by Oasis Community Learning for a minimum period of ten years and shall be open for inspection by the Secretary of State.

PROCEDURE FOR ADMITTING STUDENTS TO THE ACADEMY

Admissions Number

25. Oasis Community Learning has the following agreed admissions number for the Academy for the year 2019 /2020 and, subject to any changes approved or required by the Secretary of State, for subsequent years:

300 Students for Students in Year 7.
26. In any specific year, Oasis Community Learning may set a higher admission number than Oasis Academy Oldham's agreed admission number for an applicable year group. Before setting an admission number higher than its agreed admission number, Oasis Community Learning will consult those listed at paragraph 8. Students will not be admitted in any year group above the published admissions number for that year group unless exceptional circumstances apply and such circumstances shall be reported to the Secretary of State.
27. If the Academy admits a total of 26 Students in excess of its admission number (300) in any 3 year period it will determine a higher admission number, after consulting those bodies listed at paragraph 8.

Process of Application

28. Arrangements for applications for places at Oasis Academy Oldham will be made in accordance with Oldham Metropolitan Borough Council's co-ordinated admission arrangements and will be made on the Common Application Form provided and administered by Oldham Metropolitan Borough Council.
29. Oasis Community Learning will use Oldham Metropolitan Borough's timetable for applications to the Oasis Academy Oldham each year (exact dates within the months may vary from year to year). This will fit in with the timetable for the co-ordination of admission arrangements within Oldham Metropolitan Borough, as agreed by the Oldham Metropolitan Borough Council Admissions Forum, Oldham Borough LA, local schools and Academies.
 - a) By September each year – Oasis Community Learning will publish in Oasis Academy Oldham's prospectus information about the arrangements for admission, including oversubscription criteria, for the following September (e.g. in September 2011 for admission in September 2012). This will include details of open evenings and other opportunities for prospective Students and their parents to visit the Academy. Oasis Community Learning will also provide information in relation to the Academy to Oldham Local Authority for inclusion in the composite prospectus, as required;
 - b) September/October – Oasis Community Learning will provide opportunities for parents to visit Oasis Academy Oldham;
 - c) October/November – Common Application Form to be completed and returned to Oldham Local Authority to administer;
 - d) Oldham Local Authority sends Oasis Academy Oldham applications to Oasis Community Learning;
 - e) Oasis Community Learning sends list of Students to be offered places at Oasis Academy Oldham to Oldham Local Authority;
 - f) February - Oldham LA applies agreed scheme for own schools, informing other neighbouring LA's of offers to be made to their residents.
 - g) 1st March offers made to parents.
30. From 2011-12 there will be a national closing date for applications as follows: 31 October for secondary applications.
The Academy will ensure its application processes enable parents to apply before these deadlines.

Consideration of Applications

31. Oasis Community Learning will consider all applications for places at Oasis Academy Oldham. Where fewer than the published admission number(s) for the relevant year groups are received, Oasis Community Learning will offer places at Oasis Academy Oldham to all those who have applied.

Procedures where Oasis Academy Oldham is oversubscribed

32. 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 statements of Special Educational Needs where Oasis Academy Oldham is named on the statement, the criteria will be applied in the order in which they are set out below:

a) children in public care;

b) children for whom a particular school is appropriate on genuine medical or social grounds. Such applications will be decided by Oasis Community Learning or nominated panel. (Applications on medical grounds will only be considered under this criterion if they are supported by an attached written statement from a doctor. This must demonstrate that there is a very specific connection between the child's medical need and the school requested).

c) admission of Students living within the geographical area of Oasis Academy Oldham whose siblings currently attend the school and who will continue to do so on the date of admission of the younger child;

The term "sibling" means a full, half, adopted or fostered brother or sister, or other child that is living permanently within the same household. Oasis Community Learning reserves the right to ask for proof of relationship;

d) Those children living within the geographical area of Oasis Academy Oldham who will not have a sibling at the school as defined in c) above. Children will be prioritised in proximity order, with those living next nearest the Academy being admitted first.

e) Those children living outside the geographical area of the Academy who will have a sibling at Oasis Academy Oldham when the younger child is admitted (sibling defined in c) above).

f) Those children living outside the geographical area of Oasis Academy Oldham who will not have a sibling at the Academy as defined above. Children will be prioritised in proximity order, with those living next nearest to the school being admitted first.

Should it be necessary to distinguish between applicants with equal priority within any of the above criteria, the distance will be measured in a straight line between home and the Academy.

33. a) **Looked after children and previously looked after children**

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) at the time of making an application to a school.

A "previously looked after child" is a child who:

- a) Ceased to be looked after because they were adopted (under the terms of the Adoption and Children Act 2002 Section 46 (adoption orders)), or
- b) Became subject to a residence order (under the terms of the Children Act 1989 Section 8 - an order settling the arrangements to be made as to the person with whom the child is to live), or
- c) Became subject to a special guardianship order (see Section 14A of the Children Act 1989 - an order appointing one or more individuals to be a child's special guardian (or special guardians)).

b) Children for whom the Academy is appropriate on genuine medical or social grounds. Such applications will be decided by the Academy Council or nominated panel. (Applications on medical grounds will only be considered under this criterion if they are supported by an attached written statement from a doctor or other relevant healthcare professional. Evidence for social grounds must be presented in writing from a social work professional. All applications must demonstrate that there is a very specific connection between the child's medical/social need and the Academy requested).

c) Children who will have a sibling attending the school at the time of their admission. Included in this criteria are siblings (step-brothers and sisters and half-brothers and sisters) living at the same address and who will be attending the school at the expected time of admission.

d) Children who live closest to the school.

The distance will be determined by measuring the shortest available route using the public road network from the pupil's home to the main school gate, as determined by the LA. The distance will be measured by using a computerised geographical information system (GIS). Priority will be given to those living nearest to the school using this system. Pupils living in flats where the distance measures the same, priority will be given in ascending order of flat number/letter/floor.

e) Tie-Breaker

If there are more applicants than there are places remaining within a particular category, random allocation will be used to allocate.

Operation of waiting lists

34. Subject to any provisions regarding waiting lists in Oldham Local Authority's co-ordinated admission scheme, Oasis Academy Oldham will operate a waiting list for each year group. Where in any year Oasis Academy Oldham receives more applications for places than there are places available, a waiting list will operate until the end of Autumn term. This will be maintained by Oasis Community Learning and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application

35. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraph 32. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Arrangements for Admitting Students to Other Year Groups, Including To Replace any Students Who have Left Oasis Academy Oldham

36. From 2011-2012 Oldham Metropolitan Borough Council will co-ordinate admissions for in-year applications and for applications for year groups other than the normal point(s) of entry. This will not affect Oasis Academy Oldham's right to determine which applicants have priority for admission.
37. Subject to any provisions in Oldham Local Authority's co-ordinated admission arrangements relating to applications submitted for years other than the normal year of entry, Oasis Community Learning will consider all such applications and if the year group applied for has a place available, admit the child unless one of the permitted reliefs apply. If more applications are received than there are places available, the oversubscription criteria in paragraph 32 shall apply. Parents whose application is turned down shall be entitled to appeal to the Independent Appeals Panel.

Arrangements for Admission of Students as the Oasis Academy Oldham Builds to its Full Capacity

38. Oasis Academy Oldham opened on 1st September 2010 with a Published Admission Number relating solely to Students in Year 7. Students in subsequent Years have been transferred automatically from the predecessor schools, Kaskenmoor School and South Chadderton School, which closed on 31 August 2010.
39. Admission to Year groups without a Published Admission Number will be based upon the size of teaching groups already existing in Oasis Academy Oldham and the efficient use of resources.
40. There will be a right of appeal to an Independent Appeal Panel for unsuccessful applicants.

