

Our Vision

Everyone succeeds and achieves their potential regardless of any personal characteristics.
Background does NOT determine outcomes.

We are all equal all of the time and treat people with the respect they deserve. We are not afraid to make mistakes as we see this as part of our learning journey.

We aim for our students to leave our academy with the 'Master Key' that will unlock any door for them in the future. This will allow them to become successful and caring citizens, whilst upholding the values that they have learnt through their educational journey with us.

We are stronger as a team than a group of individuals and can change anything collectively that we put our mind to, whilst also being able to critically reflect on our actions

We aim to provide a rounded education that ensures our students grow holistically through developing resilience, tolerance and humanity.



Welcome to
Harris Boys' Academy
East Dulwich
Enterprise and Sport

Related documents:

- Supplementary Information Form

2017 Admissions Policy



ADMISSIONS POLICY FOR HARRIS BOYS' ACADEMY, EAST DULWICH

1. This document sets out the admission arrangements for the Harris Boys' Academy East Dulwich.
2. Throughout this document the following definitions apply:
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. Previously looked after children are children who were looked after, but ceased to be so because they were adopted under the terms of the Adoption and Children Act 2002 (or became subject to a residence order under the terms of the Children Act 1989 or special guardianship order). Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians)
3. The Academy will comply with all relevant provisions of the statutory codes of practice (the School Admissions Code 2014 and the School Admission Appeals Code) as they apply at any given time to maintained schools and with the law on admissions as it applies to maintained schools. Reference in the codes to admission authorities shall be deemed to be references to the governing body of the Academy.
4. Notwithstanding these arrangements, the Secretary of State may direct the Harris Boys' Academy East Dulwich to admit a named pupil to the Academy on application from an LA. Before doing so the Secretary of State will consult the Academy.

ADMISSION ARRANGEMENTS

- 5 The admission arrangements for the Harris Boys' Academy East Dulwich for the year 2017/2018 and for subsequent years are:
 - a) The Harris Boys' Academy East Dulwich has an agreed admission number of 150 pupils in Year 7. The Academy will accordingly admit 150 boys in the relevant age group each year if sufficient applications are received;
 - b) The Academy may set a higher admission number as its Published Admission Number (PAN) for any specific year. The Academy is not required to consult on any proposed increase to the PAN, however it must notify the Local Authority of the increase and specify the changes on the Academy website. Students will not be admitted above the PAN unless exceptional circumstances apply and such circumstances shall be reported to the Secretary of State.

Process of application

- 6 Applications for places at the Academy will be made in accordance with the LA's co-ordinated admission arrangements, and will be made on the Common Application Form (CAF) provided and administered by the respective home LA's of the applicants. (All Southwark residents must now apply online at www.southwark.gov.uk/schooladmissions for their child's secondary school place). The Academy will also require the submission of a supplementary information form which will be used only to make the administration arrangements for the sitting of the banding tests (to be submitted by 31st October). The Academy will use the following timetable for applications each year (exact dates within the months may vary from year to year) which, whenever possible, will fit in with the common timetable agreed by the Southwark Admissions Forum or LA:
 - a) September - The Academy will publish on its website information about the arrangements for admission, including oversubscription criteria, for the following September (e.g. in September 2016 for admission in September 2017). This will include details of open evenings and other opportunities for prospective pupils and their parents/carers to visit the school. The Academy will also provide information to the LA for inclusion in the composite prospectus, as required;
 - b) September/October - The Academy will provide opportunities for parents/carers to visit

- the Academy
- c) October – Deadline for Academy supplementary information form to be submitted;
- d). 31 October 2016 CAF to be completed and returned to the LA to administer; Academy makes arrangements, and issues invitations, for fair banding tests;
- e) 22 November 2016 - LA sends applications to Academy;
- f) 23 February 2017 - Academy sends list of pupils to be offered places to LA;
- g) February - LA applies agreed scheme for own schools, informing other LA's of offers to be made to their residents;
- h) 1 March 2017 offers made to parents/carers.

Consideration of applications

- 7 The Harris Boys' Academy East Dulwich, will consider all applications for places from boys. Where fewer than 150 applications are received, the Academy will offer places to all those who have applied.

Procedures where the Harris Boys' Academy East Dulwich is oversubscribed

- 8 The Academy will admit students representing all levels of ability among applicants for admission to the Academy. All applicants will take a standardised non-verbal reasoning test, which will be standardised against the national distribution of ability. Then students will be placed in rank order and will be allocated to one of nine groups. There is no pass or fail to the assessment but the process produces valid and reliable scores so that places can be allocated from each of the nine groups to produce a balanced and equitable intake. The Academy requires applicants to complete a supplementary information form – which is available from the Academy – to enable it to organise the tests and allow for any special considerations. See 6 (c) above.
- 9 Where the number of applications for admission is greater than the published admissions number, applications will be considered against the criteria set out below. After the admission of pupils with Education, Health and Care Plans where the Academy is named on the Plan, the criteria will be applied in the order in which they are set out below to create the rank order in each group for offering places:
- a). Looked after children and previously looked after children. Such students will be given top priority in each band before the oversubscription criteria is applied;
 - b). Boys for whom it is essential that they be admitted to the Academy because of significant medical or social needs, evidenced by written evidence from a professional such as a Doctor or Social Worker);
 - c). Boys who, on the date of their proposed admission, will have a brother who will then be a student at Harris Boys' Academy, East Dulwich. A student's brother is defined for this purpose as a natural or adopted brother, or half-brother, who will be living on a permanent basis with the student at the same address on the date of their entry to the Academy;
 - d). Nearness to the Academy, as calculated by straight line distance from the student's home to the front door of the Academy. Where a student lives for part of each week at different addresses, the 'home' address shall be that address where the student spends the majority of the week. This process of allocation using the criteria above will continue until reaching the correct number in each group as identified in (8) above.

If at the end of this process there are unallocated places in any group these will be filled by unallocated applicants, alternating between the group above and below, using the same allocation criteria set out above and continuing the sequence of the allocation of places.

If at the end of the process set out above there are more candidates than there are places and it is not possible to differentiate between them on the basis of the criteria at a). to d). above, the place(s) will be allocated by drawing lots between the applicants concerned. Any such drawing of lots will be independently verified.

Children who apply via the CAF and then do not turn up for the test, unless they have Education, Health and Care Plans or are Looked After or Previously Looked After Children, will be considered for a place after all those children who have sat the test.

Operation of waiting lists

- 10 Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme, the Academy will operate a waiting list. Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate until the end of the first term in the academic year of admission. This will be maintained by the Academy and it will be open to any parent/carer to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. If additional names are added to the waiting lists the criteria set out above will be used to rank them and place them in rank order within the appropriate band adjusting the rank of other children accordingly.
- 11 Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraph 9 of this Annex. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria, except that those allocated a place at the school in accordance with a Fair Access Protocol must take precedence over those on a waiting list.

Arrangements for appeals panels

- 12 Parents/Carers will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy. The Appeal Panel will be independent of the Academy. The arrangements for Appeals will be in line with the Code on School Admission Appeals published by the Department for Education. The determination of the appeal panel will be made in accordance with the Code on School Admission Appeals and is binding on all parties. The Academy will prepare guidance for parents/carers about how the appeals process will work and provide parents/carers with a named contact who can answer any enquiries parents/carers may have about the process.

Arrangements for admission to Post 16 provision

- 13 The Academy operates a sixth form for 200 students. Admissions are co-ordinated within a scheme published by the Harris Federation for those Academies within its sixth form Federation (details available from the Harris Federation website and known as the Harris Federation Post 16). This includes a common application form which allows students to rank choices of course and enables the Federation to offer a place at the highest available choice of course and Academy site. The Harris Federation Post 16 will publish specific criteria each year in relation to minimum entrance requirements for Year 12 and for Year 12 courses based on GCSE grades or other measures of prior attainment. These criteria will be the same for internal and external transfers and will be published in a prospectus and on each participating academy's website. A copy of the entrance and course requirements is attached at Annex 1
- 14 Young people failing to meet the grades for their preferred course option will be offered alternative choices of courses if available. Children already on the Academy roll are entitled to transfer to Year 12 if they meet the published standards of entry and there is one of their chosen courses available at their Academy. If there is not they will be considered alongside and equally with external applicants offered a suitable course at another of the federated academy sixth forms if they meet the admission criteria.
- 15 100 places overall will be available in year 12 at Harris Boys' Academy East Dulwich (the year 12 'capacity')

The admission number for year 12 is 20. This is the number of places which will be offered on an annual basis to eligible external applicants. If fewer than 80 of the Academy's own year 11 pupils transfer into year 12, additional external pupils will be admitted until year 12 meets its capacity of 100.

- 16 If Year 12 is oversubscribed then, after the admission of students with Special Educational Needs where the Academy is named on the statement, the criteria will be applied in the order in which they are set out below to determine which external applicant should be given priority for the places available on chosen courses, providing they have met the sixth form entry and course requirements:
- a. Looked after and former looked after young people (see definitions in admission criteria for Year 7).
 - b. The distance of the applicant's home from the Academy with those applicants living closest being given priority. (Please see paragraph 9 d). for definition of how distance is measured). If there is a tie on distance between applicants the successful applicant will be allocated the place by drawing lots between the applicants concerned. Any such drawing of lots will be independently verified.
- 17 A waiting list will be maintained from the point when Year 12 entry is full until the end of September. It is open to any applicant refused a place to ask for his name to go on the waiting list. Any student can ask for his name to be added to the waiting list at any stage while it is open and any late additions to the waiting list will be treated equally with all other applicants on the waiting list. Any vacancy which occurs will be allocated to students on the waiting list using the oversubscription criteria set out at paragraph 16 above
- 18 There will be a right of appeal to an Independent Appeals Panel for internal pupils refused transfer and external applicants refused admission to the Academy. Information for potential appellants will be available on the Academy website.

Arrangements for admitting pupils to other year groups, including replacing any pupils who have left the Academy

19 The Academy is not part of the LA's co-ordinated admission arrangements for in-year and other year group admissions. If a parent applies for a place outside the normal admissions round for entry to reception, and after the period in which the LA maintains a waiting list, they should apply direct to the Academy. If the Academy receives applications for other year groups and at other times than the normal admissions round for entry to Year 7, the Academy must consider all such applications and if the year group applied for has a place available, admit the child.

If there are no vacancies, the applicant's details will be added to the waiting list. Waiting lists are kept until the end of each term or longer if necessary.

Parents/Carers whose application is turned down are entitled to appeal.

In the case of applications for such places in years 8-11 the Academy may refuse admission to pupils with challenging behaviour in cases where there are fewer students in a particular year group than the published admissions number. Such refusals will only occur where the student concerned has been previously excluded from two or more schools in the last two years or where special circumstances apply as specified in the Admissions Code of Practice. However, the Secretary of State may direct the Academy to admit such students and such a direction will be binding.

Admission Appeals

Parents/Carers will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy. The Appeal Panel will be independent of the Academy. The arrangements for Appeals will be in line with the Code on School Admission Appeals published by the Department for Education. The determination of the appeal panel will be made in accordance with the Code on School Admission Appeals and is binding on all parties. The Academy will prepare guidance for parents/carers about how the appeals process will work and provide parents/carers with a named contact who can answer any enquiries parents/carers may have about the process.

The Education Funding Agency (EFA) will deal with any complaint made by an applicant about the way admissions appeals are carried out. Where they find something went wrong which could have affected the panel's decision, they may:

- recommend that the academy reviews its appeal procedures so that the problems you experienced don't happen to others
- ask the academy to hold a fresh appeal with a different panel

However the EFA can't overturn the panel's decision and the panel's decision can only be challenged in court through a judicial review.

A copy of our Admissions Appeals form is available on our website at www.harrisdulwichboys.org.uk or on request from the Admissions Officer, Harris Boys' Academy, East Dulwich, London SE22 0AT tel: 0208 299 5300.

Admission of children outside their normal age group

20 Parents may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting his or her schooling. All such requests will be considered on their merits and either agreed or refused, on that basis. If a request is refused, the child will still be considered for admission to their normal age group.

The process for requesting such an admission is as follows:

With the application, parents should request that the child is admitted to another year group (state which one), and the reasons for that request. Parents will submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

- information about the child's academic, social and emotional development, including their prior learning if recently admitted to the country from abroad
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group; and
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

The school will consider each case on its merits, taking into account the individual circumstances of the request and the child's best interests. We will also ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal.

Requests for admission out of the normal year group will be considered alongside other applications made at the same time. An application from a child who would 'normally' be a year 8 child for a year 7 place will be considered alongside applications for year 7.

This applies to all admissions whether made in the normal admissions round through the CAF or in-year admissions. In the case of students joining in-year who have recently entered the country we will counsel parents on when it is in the best interest of the child to make an application for admission outside the normal age group.

ANNUAL PROCEDURES FOR DETERMINING ADMISSION ARRANGEMENTS

Consultation

Harris Boys' Academy East Dulwich shall consult on any changes to its proposed admission arrangements. Otherwise the arrangements will be consulted on at least every 7 years. In such circumstances the Academy will consult by 1 March:

- a). parents of children between the ages of two and eighteen;
- b) other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions;
- c) all other admission authorities within the relevant area (except that primary schools need not consult secondary schools);
- d) whichever of the governing body and the local authority who are not the admission authority;
- e) any adjoining neighbouring local authorities where the admission authority is the local authority;

In addition, the Academy will publish a copy of the proposed admission arrangements on the Academy website together with the contact details of the Admissions Officer, to whom comments must be sent.

The Academy will also send, upon request, a copy of the proposed admission arrangements to any of the persons or bodies listed above inviting comment.

Determination and publication of admission arrangements

Following consultation, the Academy will consider comments made by those consulted. The Academy will then determine its admission arrangements by 15 April of the relevant year and notify those consulted what has been determined.

Publication of admission arrangements

The Harris Boys' Academy East Dulwich will publish its admission arrangements on its website each year (with a copy to the Local Authority by 1 May).

The published arrangements will set out:

- a) the name and address of the Academy and contact details;
- b) a summary of the admissions policy, including oversubscription criteria;
- c) a statement of any religious affiliation;
- d) numbers of places and applications for those places in the previous year; and
- e) arrangements for hearing appeals.

Representations about admission arrangements

Where any of those bodies that were consulted, or that should have been consulted, make representations to the Academy about its admission arrangements, the Academy will consider such representations before determining the admission arrangements. Where the Academy has determined its admission arrangements and notified all those bodies whom it has consulted and any of those bodies object to the Academy's admission arrangements they can make representations to the Schools Adjudicator by 30 June. The Schools Adjudicator will consider the representation and in so doing will consult the Academy. The Academy will provide all the information that the Local Authority needs to compile the composite prospectus no later than 8 August, unless agreed otherwise.

Those consulted have the right to ask the Academy to increase its proposed Published Admissions Number for any year. Where such a request is made, but agreement cannot be reached locally, they may ask the Secretary of State to direct the Academy to increase its proposed Published Admissions Number. The Secretary of State will consult the Academy and will then determine the Published Admission Number.

In addition to the provisions above, the Secretary of State may direct changes to the Academy's proposed admission arrangements and may direct changes to the proposed Published Admissions Number.

Proposed changes to admission arrangements by the Academy after arrangements have been

published

Once the admission arrangements have been determined for a particular year and published, the Academy will propose changes only if there is a major change of circumstances. In such cases, the Academy must notify those consulted under paragraph 19 above of the proposed variation and must then apply to the Schools Adjudicator setting out:

- a) the proposed changes
- b) reasons for wishing to make such changes
- c) any comments or objections from those entitled to object

Need to secure Secretary of State's approval for changes to admission arrangements

Where the Academy has consulted on proposed changes the Academy must secure the agreement of the Secretary of State before any such changes can be implemented. The Academy must seek the Secretary of State's approval in writing, setting out the reasons for the proposed changes and passing to him any comments or objections from other admission authorities/other persons.

The Secretary of State can approve, modify or reject proposals from the Academy to change its admission arrangements.

Records of applications and admissions shall be kept by the Academy for a minimum period of one year and shall be open for inspection by the Secretary of State.

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Policy ratified by the Board of Governors in November 2015

D Lomas – Chair of Governors

C. Everitt - Principal