Hampton Gardens School admission arrangements for September 2027

Applications will be processed through the Peterborough City Council co-ordinated admissions scheme.

Hampton Gardens School is a secondary free school, which opened in September 2017, to serve the communities of Yaxley and Hampton East.

Admission number

The free school has admissions numbers of

- **210** for entry in Year 7 in 2027

The free school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the local authority will offer places at the free school to all those who have applied.

Oversubscription criteria

When the free school is oversubscribed, after the admission of pupils with an Education, Health and Care plan naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.[1]
2. Children living in catchment with a sibling [2] on roll at the time of admission
3. Children living in Catchment (see map)

[1]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). Children who appear to the Admission Authority to have been in state care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/ main purpose is to benefit society) outside of England but ceased to be so as a result of being adopted only.

[2] For the purposes of admissions, the definition of a sibling is as follows: children aged between 4 and 16, living in the same family unit, who have a sibling on the roll of the school at the time of application and admission to the school. Sibling includes brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address. This does not include children temporarily living in the same household, for example, a looked after child in a short term, or interim, foster placement.

4. Children of members of staff [3] provided that they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.

5. Other children with a sibling on roll at the time of admission

6. Other children

These criteria will apply to Year 7 admissions and to any children who meet the academic entry criteria for Year 12, if Year 12 is oversubscribed

Hampton Gardens School admits at Y12:

Hampton Gardens School operates joint Post 16 provision with Hampton College.

The admission number of external students to Year 12 across the joint provision is **10**.

Applications for entry to Year 12 are made directly to the Hampton Academies Trust and must be received by 21 December prior to the September of admission and offers are issued by 31 March. All offers are provisional, based upon predicted GCSE performance and are either confirmed, revised or declined when the actual GCSE results are published in August each year.

Applications can be submitted electronically to the Trust Director of Sixth Form.

The school will admit any pupils with a statement of SEN or with an Education, Health and Care plan naming the school.

The school offers 3 different academic pathways. Applicants are required to have met the following minimum academic standards for their chosen study pathway. These are:

- For a level 3 V Level/Vocational pathway: **students who achieved five GCSE or equivalent passes at (4-9 or above) but who did not get at least a 4 in either English, Maths or both.**

- For an A level/ V Level/Vocational combined pathway: **students who achieved at least six GCSE or equivalent passes (4-9), usually including English and Maths.**

- For an A level pathway **students who have achieved at least six GCSE or equivalent passes (4-9) including English and Maths.**

The exact programme of study on offer each year will depend upon cohort profile, viable demand and the availability of specialist teaching staff.

To be permitted to study certain A level courses on the A level or combined A level/ V Level pathways, students are expected to have achieved a minimum 6 at GCSE in that particular subject. In addition, some A level subjects require a grade 5 in Mathematics or English or

[3] Staff refers to all employed at Hampton Gardens School as their principle place of work, whose employer is the Hampton Academies Trust.

both. See the school website for specific details of course requirements for each level 3 course.

In all cases, students without English or Maths at grade 4 or above will have to continue to study the subjects and resit the GCSE examinations or government approved assessments.

For admission to Year 12 the Hampton Academies Trust reserves the right to determine whether or not applicants have met the academic entrance requirements. Any applicant who has met the minimum academic entry standards for the 6th form, but who has failed to meet the academic standards for their chosen course will be offered a course for which they have met the academic standards, where available/ applicable.

Even when there are still places in Year 12, some courses will become full and therefore unavailable.

When the Sixth Form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted.

Oversubscription in Year 12

When there are more eligible external applicants (i.e. that satisfy any academic entry requirements), priority will be applied in the same order as for Year 7 (i.e. the same oversubscription criteria apply).

Tie-break

Where children of multiple birth (i.e. twins, triplets etc.) or siblings born in the same school year are tied for the final place, we will admit such siblings even if this means exceeding PAN (when they are being considered in relation to the same criterion). For other children priority will be given to the child living nearest the school as measured by a straight line. Distance is measured in a straight line using the Local Land Property Gazetter (LLPG) provided from the seed point located at the child's home address to the seed point for the school. The seed point is taken from the Ordnance Survey's (OS) 2.5 Address-Base dataset. It is used to locate individual residential and school addresses using grid references as seed points. It may be necessary to use other Ordnance Survey maps or online resources for any home address outside of the Peterborough local authority area not covered by the council's distance measuring system. In the case of flats, the priority is that of floor level i.e. ground, first, second etc., in that order. In cases of exactly the same measurement where no differentiation can be established, a lottery will be used to decide the allocation of the place.

Late applications

All applications received by the local authority after 31 October for Year 7 will be considered to be late applications. Late applications will be considered after those received on time. For Year 7, the local authority will then allocate late places in the same order of priority. In cases of equal merit, priority will be given to the child living nearest the school measured by a straight line as above.

For Year 12, allocations received after 21 December will be considered to be late applications. Late applications will be considered after those received on time. The school

will then allocate places in the same order of priority. In cases of equal merit, priority will be given to the child living nearest the school measured by a straight line as above.

If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

Admission of children outside their normal age group

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. When such a request is made, the Academy Trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the Head of School and any supporting evidence provided by the parent.

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 in writing 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;
- 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.

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.

A parent making an in-year request for their children to be admitted to a year group outside of their normal age range, must also request this in writing and submit evidence in support of their case as described above.

Waiting lists and in year admissions

Parents wishing to apply for an in-year admission, should contact Peterborough City Council, who coordinate admissions to the school.

The free school will operate a waiting list for each year group. Where in any year the free school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. This will be maintained by the Academy Trust 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.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

Post 16 in year admissions

Applicants seeking an in-year admission to Year 12 should contact the Hampton Academies Trust. In-year Post 16 admissions are subject to applicants fulfilling the academic entrance requirements and are contingent upon spaces being available on the relevant courses. As the teaching year progresses, it becomes less viable for new students to join, because they will have missed too much course content to go on to be successful. We do not usually admit new students after the October half term of Year 12. A student wishing to join Year 13 would need to speak to the Sixth Form team, to establish whether their studies to date are compatible with the courses offered in our Sixth Form provision.

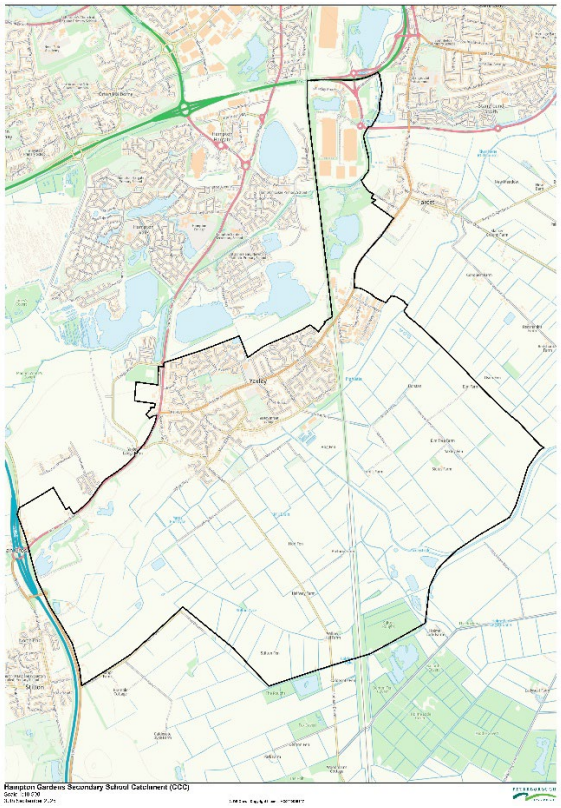
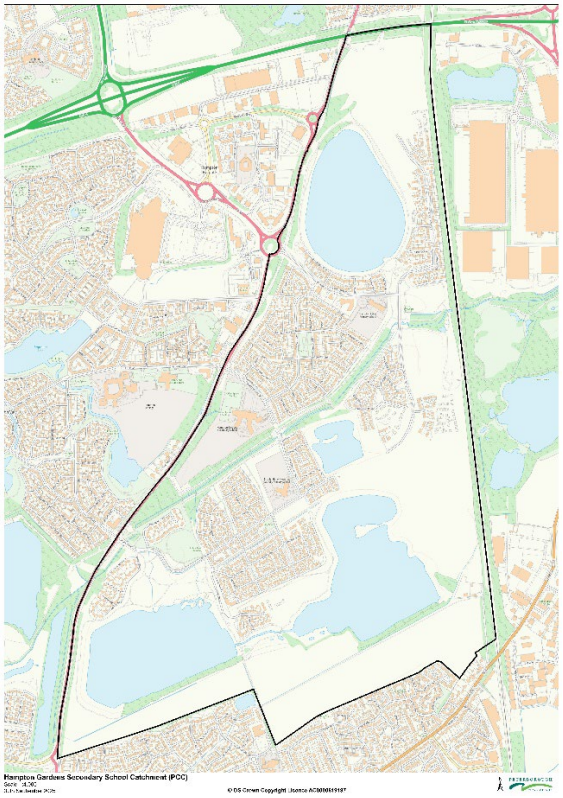
Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Applicants should contact Peterborough City Council's admissions team for information on how to appeal. Appeal requests must be received by Peterborough City Council within 20 school days of the national offer day, or 20 school days after notification of a late place offer. Information on the timetable for the appeals process is on the Peterborough City Council website.

Year 12 Appeals

Whenever possible and appropriate, unsuccessful applicants will be offered a place on an alternative course/s at the Sixth Form. The Sixth Form team will always offer unsuccessful applicants and their parents a meeting to discuss best guidance and ways forward.

If an applicant is not offered a place in Year 12 and this cannot be resolved through discussion with the school, parents have the right to appeal. The appellant would need to contact Hampton Academies Trust within 20 days of refusal of a place, in order to request an appeal hearing.

Catchment Area