

1. Admission arrangements Year 7 – 11

The arrangements for co-ordinated admissions in Kent will be set out in detail in the Kent LA booklet for parents ‘Admission to Secondary School’, a copy of which will be available from the Principal or from the admissions team at the Education Office. The main points are summarised below:

- Parents complete the Kent common application form (CAF) in accordance with the Kent Co-ordinated Admission Scheme.
- The Local Authority will then act as clearing house for the administration of pupils’ preferences. Parents will be informed from 1 March 2021.
- The school will also post to parents decisions of the governors on admission and details of the right of appeal against the governors’ decision.

The school’s published admission number is 180.

Where the Academy is named on a student’s Education, Health and Care Plan, the student will be admitted by the Academy. The Academy is committed to ensuring that all SEND students have access to the same opportunities as other students. The Academy has facilities for students with disabilities, including lift access and accessible bathroom facilities. All students are encouraged to take full part in the everyday activities of the Academy. The SENCo will put in place additional support if required to enable every student to have the opportunity to take advantage of outside visits and field trips. Timetable and any other reasonable adjustments can be arranged if necessary to ensure full access to the curriculum.

2. Oversubscription Criteria for September

If the number of applications for admission to the Academy is greater than the Published Admissions Number (PAN) of 180, places will be allocated in the following priority order:

1st Looked After Children and all children who have been previously looked after, but following being looked after became subject to an adoption order, child arrangement order or special guardianship order**. [\[1\]](#)

2nd Children who, at the time of the admission, have a sibling who attends the Academy (Goodwin Academy). For this purpose, “sibling” means a whole, half or step-sister or brother, or an adopted child resident at the same address. The Academy will also include in this criterion children whose parents are married or cohabiting and live together within the same household. In the case of multiple births or siblings in the same year group, where there is only one place available in the Academy, the other child/children will be offered place above PAN.

3rd Children of staff employed by the Academy: following the criteria above, priority will be given to the child of a person (1) who has been employed at the Academy for two or more years at the time the application was made and/or (2) where the person was employed by the Academy to fill a vacant post for which there is a demonstrable skills shortage.

4th Child’s health reasons. Written medical evidence from a General Practitioner or hospital consultant must be provided which demonstrates a specific health reason which requires the child to attend Goodwin Academy.

5th Any other children.

In the event of the school being oversubscribed, priority will be given within each criterion based on distance from the school, with those closest being given higher priority. We will use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home as determined by KCC to a point defined as within the school, as specified by NLPG. The same address point on the school site is used for everybody. In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

3. Waiting List/ In-year Applications

All parents who have been refused a place at the school will have the option to indicate their wish to remain on the waiting list.

Children will be held on the waiting list by order of the oversubscription criteria in the Admissions Policy. No account can be taken of the length of time a pupil is on the list. A pupil's position can change on the list as new applicants join or other applicants come off the waiting list.

The Goodwin Academy will be responsible for holding a waiting list for parents who request their child's name be added until 31 December.

Notwithstanding a child's place on the waiting list, if the local fair access protocol identifies the Academy as offering a suitable place for a child, i.e. one who falls within the scope of the protocol, then he or she will be offered a place.

Applications for admission outside the normal admissions round – in-year applications (all year groups).

This includes admissions arrangements for any transfers to any year up to and including Year 11, which do not fall within the initial Year 7 September admission. Parents/carers resident in Kent will be able to apply for a school place by using the form on line at http://www.kent.gov.uk/education_and_learning/school_education/applying_for_a_school_place/in_year_admissions.aspx or by using a standard paper form known as the In-year Common Application Form (IYCAF), which is available from the Local Authority or the Academy Office. The Academy does not ask for additional information on a supplementary information form.

The Academy has the right to refuse the admission of children who have been permanently excluded from two or more schools. Should a student be considered to be hard to place under Schools Admission Code 2014 paragraph 3.15, the admission request will be referred to Kent to be considered by the Fair Access Panel rather than follow the normal admissions process.

If more applications are received than there are places available, the oversubscription criteria shall apply. Please see the oversubscription criteria section for more information. Parents/Carers whose application is turned down shall be entitled to appeal.

Children with statements of special educational needs, where the Academy is named, will be offered a place over PAN. The Academy reserves the right to discuss this with relevant agencies.

4. Arrangements for Admissions to Year 12

Priority will be given to existing students transferring from Year 11 who have met the academic entry requirements for the Academy (published in the Sixth Form prospectus and on the website). Following the transfer of internal Year 11 students into the Sixth Form, all remaining places will be allocated to students who have met the entry requirements for the Sixth Form and their particular courses of study (specific criteria in relation to minimum entrance requirements for Year 12 based on GCSE grades or other measures of prior attainment will be published in the Academy's Sixth Form prospectus and website).

The Goodwin Academy will also publish academic entry requirements for each course available based upon GCSE grades or other measures of prior attainment. These criteria will be the same for internal and external transfers and will be published in its prospectus and on its website. Students failing to meet the grades for their preferred course option will be offered alternative courses if available. Students already on Goodwin Academy school roll are entitled to transfer to Year 12 if they meet the published academic standards of entry.

Goodwin Academy operates a Sixth Form for a total of 300 students. 150 places overall will be available in Year 12 (the Year 12 'capacity'). The admission number for Year 12 is 35. This is the number of places which will be offered on an annual basis to eligible external applicants. If fewer 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 150.

The Academy will admit any pupils with an Education, Health and Care plan naming the Academy who have met the entry requirements outlined above.

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

Post 16 Oversubscription Criteria

Following the transfer of internal students from Year 11, all remaining places will be allocated to external applicants who have met the entry requirements for the Sixth Form and their particular courses of study. Where there are more eligible external applicants (i.e. that satisfy the academic entry requirements outlined above) seeking places than the number of places available, the following oversubscription criteria will be applied in the order set out below to rank external candidates until the overall figure for the year group is reached:

1st Looked After Children and all children who have been previously looked after, but following being looked after became subject to an adoption order, child arrangement order or special guardianship order**.

2nd Children who, at the time of the admission, have a sibling who attends the Academy (Goodwin Academy). For this purpose, "sibling" means a whole, half or step-sister or brother, or an adopted child resident at the same address. The Academy will also include in this criterion children whose parents are married or cohabiting and live together within the

same household. In the case of multiple births or siblings in the same year group, where there is only one place available in the Academy, the other child/children will be offered place above PAN.

3rd Children of staff employed by the Academy: following the criteria above, priority will be given to the child of a person (1) who has been employed at the Academy for two or more years at the time the application was made and/or (2) where the person was employed by the Academy to fill a vacant post for which there is a demonstrable skills shortage.

4th Child's health reasons. Written medical evidence from a General Practitioner or hospital consultant must be provided which demonstrates a specific health reason which requires the child to attend The Goodwin Academy.

5th Any other student.

In the event of the school being oversubscribed, priority will be given within each criterion based on distance from the school, with those closest being given higher priority. We will use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home as determined by KCC to a point defined as within the school, as specified by NLPG. The same address point on the school site is used for everybody. In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

Right of Appeal

Offers will be made with the requirement that entry requirements specified on the Academy's (Goodwin Academy) website and in its Sixth Form prospectus are achieved in the final

examinations prior to entry to the Sixth Form. All offers made to external applicants are conditional upon students meeting the grade criteria specified and will only become firm offers upon the confirmation of actual GCSE results. Offer letters will be made before the end of March, 2021. Offers will be confirmed once the school has been notified of GCSE results in August 2021.

All Year 11 transfers into the Sixth Form must meet the entry requirements specified on the Academy's (Goodwin Academy) website and in its Sixth Form prospectus.

Where external applicants have achieved better results than the predicted grades, they will be considered based on the grades achieved and ranked accordingly for any places that become available as a result of other students failing to meet the required entry levels.

Parents have the right of appeal to an Independent Appeal Panel. The Appeal Panel will be independent of the Academy. The arrangements for appeals will be in line with the Appeals Code. The determination of the Appeal panel will be made in accordance with the Code and the outcome of the appeal hearing will be binding on all parties.

Distance criterion

Where it is necessary to prioritise applications, the criterion will be prioritised based on the shortest distance from the child's home to school. Distances will be measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home as determined by KCC to a point defined as within the school, as specified by NLPG. The same address point on the school site is used for everybody.

Child's Home Address

A child's home will be the address at which the child normally resides and which has been notified to the Academy and other relevant agencies as being the child's normal place of residence. If a child resides between split parents for different parts of the week the parents must agree and nominate one of their addresses to be used for the application.

***[1] in the care of the Local Authority or provided with accommodation by the authority for a continuous period of more than 24 hours*