



Notice of a public

Decision Session - Cabinet Member for Education, Children and Young People

To: Councillor Looker (Cabinet Member)

Date: Wednesday, 18 March 2015

Time: 4.00 pm

Venue: The Craven Room - Ground Floor, West Offices (G048)

AGENDA

Notice to Members – Calling In

Members are reminded that, should they wish to call in any item* on this agenda, notice must be given to Democracy Support Group by **4.00pm on Friday 20 March 2015**.

*With the exception of matters that have been the subject of a previous call in, require Full Council approval or are urgent which are not subject to the call-in provisions. Any called in items will be considered by the Corporate and Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by **5.00pm on Monday 16 March 2015**.

1. Declarations of Interest

At this point in the meeting, the Cabinet Member is asked to declare:

- Any personal interests not included on the Register of Interests
- Any prejudicial interests or
- Any disclosable pecuniary interests

which she may have in respect of business on this agenda.

2. Minutes (Pages 1 - 2)

To approve and sign the minutes of the meeting held on 26 March 2014.

3. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. The deadline for registering is **5:00 pm on Tuesday 17 March 2015**.

Filming, Recording or Webcasting Meetings

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Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at http://www.york.gov.uk/downloads/download/3130/protocol_for_webcasting_filming_and_recording_of_council_meetings

4. Coordinated Admissions Schemes and Admission Arrangements, including Planned Admission Numbers, for the 2016/17 School Year (Pages 3 - 122)

This report seeks approval for the City of York Council coordinated schemes and admissions policies for primary, junior and secondary schools for the 2016/17 school year. It also seeks approval of the proposed school planned admission numbers for each City of York Council school for the school year beginning in September 2016.

5. Urgent Business

Any other business which the Cabinet Member considers urgent under the Local Government Act 1972.

Democracy Officer:
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For more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

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City of York Council

Committee Minutes

| | |
|---------|---|
| Meeting | Decision Session - Cabinet Member for Education, Children and Young People's Services |
| Date | 26 March 2014 |
| Present | Councillor Looker (Cabinet Member) |

10. Declarations of Interest

The Cabinet Member was asked to declare any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests she may have in the business on the agenda. None were declared.

11. Minutes

Resolved: That the minutes of the Decision Session held on 15 January 2014 be confirmed and signed as a correct record.

12. Public Participation

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

13. Co-ordinated Admission Arrangements and Admission Limits for Primary, Junior and Secondary Schools in York from September 2015

The Cabinet Member considered a report that sought approval for the City of York Council coordinated schemes and admissions policies for primary, junior and secondary schools for the 2015/16 academic year. It also sought approval of the proposed individual school planned admission numbers for the academic year beginning in September 2015.

At the request of the Cabinet Member, officers detailed the reasons for proposed increases in the admission limits for the schools listed in paragraph 13 of the report. They confirmed that school place planning was carried out on an area wide basis and took into account factors such as proposed building development.

The Cabinet Member noted the objection that had been received regarding the proposed increase at Clifton Green Primary School. Officers gave details of predicted pupil numbers in the area, including the projected numbers at neighbouring schools.

- Resolved: (i) That the City of York coordinated schemes and admissions policies for primary and secondary schools for the 2015/16 academic year, as set out in Annexes B-E and Q-S of the report, be approved.
- (ii) That the proposed individual school maximum admission limits for the academic year beginning in September 2015, as set out in Annex A of the report, be approved.

Reason: To meet the statutory requirements of the School Admissions Code of Practice.

Councillor Looker, Cabinet Member
[The meeting started at 4.30 pm and finished at 5.00 pm].



**Decision Session – Cabinet Member for
Education, Children and Young People****18 March 2015**

Report of the Director of Children’s Services, Education and Skills

**Coordinated admissions schemes and admission
arrangements including planned admission numbers for
the 2016/2017 school year****Summary**

1. This report seeks approval for the City of York Council coordinated schemes and admissions policies for primary, junior and secondary schools for the 2016/17 school year.
2. It also seeks approval of the proposed school planned admission numbers for each City of York Council school for the school year beginning in September 2016.

Background

3. It is the duty of the admissions authority to carry out a consultation each year on admission arrangements where these have changed, or at least once every seven years. In the case of maintained schools, the admission authority is the local authority (LA), whilst in voluntary aided or academy schools it is the governing body or academy trust of the school. Admission arrangements include the admissions policy and the planned admission number for each school.
4. Planned Admission Numbers (PAN) are important because they relate to the maximum number of children it is intended to admit in the year of entry (reception in primary and infant schools, year 3 in junior schools, and year 7 in secondary schools). For year 12 entry in secondary schools, this number is the intended number of external applicants to be admitted.
5. It is also the duty of the LA to have in place coordinated admissions schemes for each coordinated year of entry. These schemes detail how and when applications can be made and when coordination between admissions authorities will take place.

Consultation

6. All admissions authorities in York again agreed to take part in a joint consultation to provide parents, schools and other interested parties with all admissions arrangements in one place. This joint consultation has been coordinated by the LA, but the responsibility for the formulation and determination of admission arrangements for schools that the LA is not the admissions authority for remains the responsibility of the respective governing body/academy trust.
7. The School Admissions Code of Practice requires that where consultation takes place it must be complete by 1 March 2015. Determination of these admission arrangements by admissions authorities must be complete by 15 April 2015 for the school year beginning in September 2016.
8. Neighbouring LAs, school headteachers, governing bodies, and those that had previously expressed a continued interest in school admissions were sent details of the consultation. The views of residents and parent/carers were also sought and 95 residents responded.
9. The consultation ran from 15 December 2014 until 13 February 2015.

Options

10. The recommendations in this report have been prepared following consultation with schools. The Cabinet Member can approve, reject or modify the proposals relating to community and voluntary controlled schools contained in this report and attached annexes. The Cabinet Member may also choose to raise a statutory objection to voluntary aided and academy schools admissions policies.

Analysis

11. The LA has consulted with relevant admissions authorities on the proposed admissions arrangements for the 2016/17 school year. The City of York's proposed coordinated schemes and admissions policies are set out in Annexes B–G. Policies for voluntary aided and academy schools are contained in annexes H–T. Year 12 admissions policies are contained in annexes U–Y.

12. The coordinated schemes are applicable to all maintained schools in York including community, voluntary controlled, voluntary aided and academy schools.
13. The City of York admissions policy for each year of entry is applicable to all schools for which the LA is the admissions authority; this includes all community and voluntary controlled schools. Voluntary aided and academy schools operate their own admissions policies.
14. The following general principles should apply when considering increases in planned admission numbers:
 - a) The school should have enough physical space to accommodate a full complement of children in each year group, based on the proposed number (or agreement from the local authority to provide additional space). Alternatively, there must be firm capital project plans in place to provide any additional accommodation required and the required funding must be secure.
 - b) The increase should form part of the agreed place planning strategy for the area. This means that there should be sufficient demand from within the school's catchment area (if applicable), or from across the wider community, to limit the risk of drawing increased numbers of pupils away from other schools.
 - c) The proposed number should enable relatively straightforward organisation of classes, bearing in mind the infant class size limit of 30 children per fully qualified teacher for reception, year 1 and year 2 pupils.
15. The following general principles should apply when considering decreases in planned admission numbers:
 - a) The school must still be able to accommodate demand from within their local area which may be a catchment area, or for some voluntary aided or academy schools, parish or priority admissions zone.
 - b) The requested admission number should enable or facilitate relatively straightforward organisation of classes, bearing in mind the infant class size limit of 30 children per fully qualified teacher for reception, year 1 and year 2 pupils.

Community and Voluntary Controlled proposals

16. Based on these principles, school planning and admissions officers recommend, following detailed investigation of potential implications, the following changes to school planned admission numbers for community and voluntary controlled schools:

| School | Proposal | Recommendation | Reason |
|----------------------------|---|--------------------------------------|---|
| The Joseph Rowntree School | Increase Y7 PAN from 220 to 230 Reduce Y12 PAN from 60 to 30 | Year 7 - Refuse Year 12 - Approve | The number of Year 7 places available is sufficient for demand from within the catchment area |
| Fulford Secondary | Increase Y7 PAN from 208 to 220 | Approve | To meet growing catchment demand and reflect additional accommodation at the school |
| St Barnabas' CE Primary | Increase PAN from 20 to 30 | Approve | To meet growing catchment demand and assist in class organisation |
| St Mary's CE Primary | Increase PAN from 15 to 16 | Refuse | School happy with suggested alternative arrangements |
| St Oswald's CE Primary | Increase PAN from 42 to 45 | Approve | To meet growing catchment demand and assist in class organisation |

Analysis – The Joseph Rowntree School – Year 7

17. The LA did not at the start of the consultation propose a change of planned admission number, but instead received a request from the governing body to raise the planned admission number from 220 to 230 from September 2016.
18. The Joseph Rowntree School received 239 1st preferences for a place in September 2015, above their planned admission number of 220. All children within the catchment area of the school and all those with a sibling at the school could be offered a place, as well as 13 others up to a distance of 2.398 miles from the school as

measured by the shortest safe walking route. Those refused a place include children in Clifton, Heworth and Rawcliffe.

19. In recent years, an increasing number of children from the Canon Lee catchment area have started to express a preference for and be allocated places at The Joseph Rowntree School. These pupils are able to gain a place due to the number of Joseph Rowntree catchment children who are, in turn, able to gain a place at Huntington Secondary (which has some space available after accommodating all demand from within catchment). Therefore, increasing the PAN at Joseph Rowntree will lead to lower intakes at Canon Lee in future.
20. Annex Z details the number of pupils living within catchment, along with the modelled impact of any increase on Canon Lee School.
21. Joseph Rowntree school has an existing capacity of 1340 (1100 11-16). The net capacity data indicates that there is limited additional physical space available to expand into, which is an important consideration for admissions authorities when considering PAN change requests.
22. Whilst officers are not convinced that the school can accommodate an additional 50 11-16 pupils within their existing accommodation, at time of writing this has not been discussed with the school. Reorganisation of space in recent years may generate additional capacity through the Net Capacity calculation.
23. Nevertheless, this presents a potential risk: the LA may be asked to provide additional accommodation on the school site in future - and with it basic need capital expenditure - if the PAN is raised and the school has difficulty accommodating the increased numbers.

Analysis – Joseph Rowntree Year 12

24. An increase of Y12 PAN from 40 to 60 was approved from September 2013, with the school feeling this would allow the sixth form to expand.
25. Y12 PANs apply only to those children moving to the school from elsewhere, rather than the total size of the Y12 cohort (which would include those transferring within the school from Y11). The post-16 take up at the school has now increased and the school, given their own transferring Y11s, wish to reduce the planned admission number of 60 potential external pupils.

26. Officers recommend that the Y12 PAN therefore be reduced to limit potential overcrowding within the school's sixth form.

Analysis – Fulford Secondary

27. Demand for places at Fulford Secondary is increasing rapidly due to greater numbers resident within catchment. Cabinet approval for the scheme was given in October 2014 (and planning permission achieved in February 2015) for a major expansion at the school, the first phase of which will be completed during the 2015/16 financial year.
28. It is proposed to increase the PAN at Fulford to accommodate the additional catchment demand and reflect the higher capacity following the provision of new accommodation. A further increase will be proposed for 17/18 during next year's consultation and upon completion of the remaining phases of the scheme.
29. Officers recommend that the increase be approved for these reasons above.

Analysis – St Barnabas' CE Primary School

30. The LA proposed a change of planned admission number from 20 to 30 from September 2016 to reflect the additional space provided by a two class extension at the school, planned for completion summer 2015 and the subject of previous reports to DMT and Cabinet. The expansion will allow the school to accommodate rising demand from within catchment; the increase in PAN reflects this physical expansion.

Analysis – St Mary's CE Primary School

31. The LA did not at the start of the consultation propose a change of planned admission number, but instead received a request from the governing body to raise the planned admission number from 15 to 16 from September 2016.
32. The request has been made due to funding difficulties at the school, which will likely have to make redundancies if intakes are limited to 15. An intake of 16 reduces that risk of redundancies.
33. St Mary's are currently operating with 16 in Y1, Y2, Y3 and Y4 as a result of in year admissions.
34. Whilst intakes of 16 are preferable for the school, they will have difficulty accommodating intakes of 17 due to the extremely limited

accommodation available to them. Increasing the PAN to 16 will increase the likelihood of yeargroups increasing to 17 as they move through the school.

35. For this reason, officers feel that it would be better to keep the existing PAN of 15, and allow for placement of a 16th child into Reception should the demand materialise and based on prior agreement with the school. This would not set precedent in the event of subsequent admissions appeals for places. The school has agreed in recent discussions that they would be happy with this arrangement.
36. Officers' opinion is, therefore, that this request for an increase in St Mary's PAN to 16 should be refused.

Analysis – St Oswald's CE Primary School

37. The LA did not at the start of the consultation propose a change of planned admission number, but instead received a request from the governing body to raise the planned admission number from 42 to 45 from September 2016.
38. Officers believe this to be a sensible increase as it provides the school with a more sensible class organisation model given the infant class size limit of 30. The school has generally taken above their admission limit in the past as they feel they have the space to accommodate the additional children; increasing the PAN formalises this arrangement. Officers do not expect this to negatively impact on intakes at neighbouring St George's RC Primary.
39. There were no further requests originating from community or voluntary controlled schools for changes to their planned admission number.

Voluntary Aided and Academy proposals

40. The following changes in planned admission number have been proposed by voluntary aided and academy schools, who are their own admissions authorities.

| School | Proposal |
|----------------------------------|------------------------------|
| Robert Wilkinson Primary Academy | Increase PAN from 75 to 85 |
| Manor CE Academy | Increase PAN from 200 to 220 |

Analysis – Robert Wilkinson Primary Academy

41. The Academy had informed the LA at the start of the consultation process to a change of planned admission number from 75 to 85.
42. This increase reflects the need for the school to accommodate additional demand from within their catchment. To date the academy often admits above its PAN to accommodate service children moving into the area. The current school building does not allow them to sustain this every year, should the demand materialise. Demand from within catchment is predicted to be between 75 and 85 over the coming five years, but may rise above this given service family movement into the area.
43. Robert Wilkinson Academy is proceeding with plans to extend the school via three additional classrooms. This is largely funded via the EFA Condition Improvement Fund, with around £180k proposed s106 contribution from the LA. Two of the additional classrooms will replace life expired modular units on the site, resulting in a net gain of a single classroom.
44. The increase in PAN will reflect the capacity of the school once the additional classrooms have been built. As there will be demand from within catchment, and the school needs to maintain a degree of operational flexibility due to supporting incoming service families within their catchment, officers believe the increase should be supported.

Analysis – Manor CE Academy

45. Manor is proposing to increase their PAN to 220, up from 200. The school draws predominantly from the York High and to a lesser extent the Millthorpe secondary catchments. Predicted pupil numbers across these catchments are rising to the extent that it is expected that a Manor PAN increase to 220 will have only a limited impact on intakes at York High and Millthorpe, and only in 2016/17. From 2017/18 and onwards, York High and Millthorpe are predicted to be full in Year 7.
46. Officers therefore feel that the proposed increase should be supported.

Council Priorities

47. The setting of planned admission numbers forms an integral part of the LA's effective planning of school places. Providing enough

high quality school places within city helps lay the foundations for “creating jobs and growing the economy”. Schools also have an important role in helping to “build strong communities” within the city, and in the protection of vulnerable children.

Implications

Financial

48. There are no direct financial implications for schools or the LA resulting from determination of these admissions policies or planned admission numbers for September 2016.

Legal

49. Section 142 of the Schools Standards and Framework Act (SSFA) 1998 requires schools to have an admission limit for each ‘relevant age group’.
50. The Education (Determination of Admission Arrangements) Regulations 1999 (SI 1999/126) as amended by SI 2002/2896, SI 2007/194, SI 2012/8 and SI 2014/2886 states that admissions authorities must have regard to the capacity assessment of the school when setting planned admission numbers.
51. Section 1 of the SSFA 1998 requires that any admission number set must be compatible with the duty to comply with the infant class size limit.
52. Sections 89 and 89A of the SSFA 1998 state that the admission authorities for schools with a sixth form must consult on and determine the arrangements they propose to use to allocate places in year 12 at the same time as other admission arrangements.
53. Section 89(2) of the SSFA 1998 requires that admissions authorities are required to complete consultation on admission arrangements by 1 March, and determine their arrangements by 15 April in each calendar year for the following school year. These dates are prescribed in The Education (Determination of Admission Arrangements) Regulations 1999 (SI 1999/126) as amended by SI 2002/ 2896, SI 2007/194, SI 2012/8 and SI2014/2886.

Other Implications

54. There are no specific HR, Equalities, Crime and Disorder, Information Technology, or Property implications arising from this report.

Risk Management

55. No direct implications.

Recommendations

56. The Cabinet Member for Education, Children and Young People is recommended to approve:
- the proposed individual school planned admission numbers for the academic year beginning in September 2016, as set out in Annex A
 - the coordinated schemes and admissions policies for all City of York Council schools for the 2016/17 school year, as set out in Annexes B-G and W-Y

Reason: to meet the statutory requirements of the School Admissions Code of Practice.

Contact Details

| | | | |
|--|--|------------|----------------------|
| Author: | Chief Officer Responsible for the report: | | |
| Jake Wood School Planning Manager Children's Services, Education and Skills 01904 554171 | Jon Stonehouse Director of Children's Services, Education and Skills | | |
| Tom Chamberlain School Services Manager Children's Services, Education and Skills 01904 554239 | Report approved | ✓ | Date 03.03.15 |
| Specialist Implications Officer(s) Legal: Peter Cairns Employment / Education Lawyer 01904 551095 | | | |
| Wards Affected: | | All | ✓ |
| For further information please contact the author of the report | | | |

Background Papers

None

Annexes

| | |
|----------------|--|
| Annex A | 2016/17 Proposed planned admission numbers |
| Annex B | 2016/17 Coordinated admissions scheme – applying to start infant or primary school |
| Annex C | 2016/17 Coordinated admissions scheme – applying to start junior school |
| Annex D | 2016/17 Coordinated admissions scheme – applying to start secondary school |
| Annex E | 2016/17 Admissions policy – City of York Council community and voluntary controlled infant and primary schools |
| Annex F | 2016/17 Admissions policy – City of York Council community and voluntary controlled junior schools |
| Annex G | 2016/17 Admissions policy – City of York Council community and voluntary controlled secondary schools |
| Annex H | 2016/17 Admissions policy – Haxby Road Primary Academy (<i>on-line only</i>) |
| Annex I | 2016/17 Admissions policy – Heworth CE Primary School (<i>on-line only</i>) |
| Annex J | 2016/17 Admissions policy – New Earswick Primary School (<i>on-line only</i>) |
| Annex K | 2016/17 Admissions policy – Our Lady Queen of Martyrs RC Primary School (<i>on-line only</i>) |
| Annex L | 2016/17 Admissions policy – Robert Wilkinson Primary Academy (<i>on-line only</i>) |
| Annex M | 2016/17 Admissions policy – St Aelred's RC Primary School (<i>on-line only</i>) |
| Annex N | 2016/17 Admissions policy – St George's RC Primary School (<i>on-line only</i>) |
| Annex O | 2016/17 Admissions policy – St Lawrence's CE Primary School (<i>on-line only</i>) |
| Annex P | 2016/17 Admissions policy – St Wilfrid's RC Primary School (<i>on-line only</i>) |

| | |
|----------------|---|
| Annex Q | 2016/17 Admissions policy – Wheldrake with Thorganby CE Primary School (<i>on-line only</i>) |
| Annex R | 2016/17 Admissions policy for Year 7 entry – All Saints RC School(<i>on-line only</i>) |
| Annex S | 2016/17 Admissions policy for Year 7 entry – Archbishop Holgate’s CE Academy (<i>on-line only</i>) |
| Annex T | 2016/17 Admissions policy for Year 7 entry – Manor CE Academy (<i>on-line only</i>) |
| Annex U | 2016/17 Admissions policy for Year 12 entry – All Saints RC School (<i>on-line only</i>) |
| Annex V | 2016/17 Admissions policy for Year 12 entry – Archbishop Holgate’s CE Academy (<i>on-line only</i>) |
| Annex W | 2016/17 Admissions policy for Year 12 entry – Fulford School |
| Annex X | 2016/17 Admissions policy for Year 12 entry – Huntington School |
| Annex Y | 2016/17 Admissions policy for Year 12 entry – The Joseph Rowntree |
| Annex Z | Joseph Rowntree requested increase: statistical data |

ANNEX A - Proposed PANs at City of York Schools for 16/17 academic year.

| Reception Published Admission Number | | | |
|--|--------------------------|-------------------------|---------------------------|
| Community and Voluntary Controlled Primary and Infant Schools | Current (Sept 14) | Agreed (Sept 15) | Proposed (Sept 16) |
| Acomb Primary | 45 | 45 | 45 |
| Badger Hill Primary | 30 | 30 | 30 |
| Bishopthorpe Infant | 60 | 60 | 60 |
| Burton Green Primary | 30 | 30 | 30 |
| Carr Infant | 70 | 90 | 90 |
| Clifton Green Primary | 55 | 60 | 60 |
| Clifton with Rawcliffe Primary | 90 | 90 | 90 |
| Copmanthorpe Primary | 60 | 60 | 60 |
| Dringhouses Primary | 45 | 45 | 45 |
| Dunnington CE Primary | 30 | 30 | 30 |
| Elvington CE Primary | 20 | 20 | 20 |
| Fishergate Primary | 45 | 45 | 45 |
| Haxby Road Primary | 30 | 30 | 30 |
| Headlands Primary | 45 | 45 | 45 |
| Hempland Primary | 60 | 60 | 60 |
| Hob Moor Primary | 45 | 45 | 45 |
| Huntington Primary | 60 | 60 | 60 |
| Knavesmire Primary | 60 | 60 | 60 |
| Lakeside Primary | 60 | 60 | 60 |
| Lord Deramore's Primary | 30 | 30 | 30 |
| Naburn CE Primary | 12 | 12 | 12 |
| Osbalwick Primary | 60 | 60 | 60 |
| Park Grove Primary | 38 | 40 | 40 |
| Poppleton Ousebank Primary | 60 | 60 | 60 |
| Poppleton Road Primary | 60 | 60 | 60 |
| Ralph Butterfield Primary | 50 | 50 | 50 |
| Rufforth Primary | 12 | 12 | 12 |
| Scarcroft Primary | 45 | 45 | 45 |
| Skelton Primary | 20 | 20 | 20 |
| St Barnabas' CE Primary | 20 | 20 | 30 |
| St Mary's CE Primary | 15 | 15 | 15 |
| St Oswald's CE Primary | 42 | 42 | 42 |
| St Paul's CE Primary | 25 | 25 | 25 |
| Stockton on the Forest Primary | 12 | 12 | 12 |
| Tang Hall Primary | 30 | 30 | 30 |
| Westfield Primary | 90 | 90 | 90 |
| Wigginton Primary | 40 | 40 | 40 |
| Woodthorpe Primary | 60 | 60 | 60 |
| Yearsley Grove Primary | 60 | 60 | 60 |
| Voluntary Aided Primary Schools and Academies | | | |
| Heworth CE Primary | 20 | 20 | 20 |
| New Earswick Primary | 30 | 30 | 30 |
| Our Lady Queen of Martyrs Primary | 60 | 60 | 60 |
| St Aelred's RC Primary | 30 | 30 | 30 |
| St George's RC Primary | 30 | 30 | 30 |
| St Lawrence's CE Primary | 30 | 30 | 30 |
| St Wilfrid's RC Primary | 40 | 40 | 40 |
| Wheldrake CE Primary | 30 | 30 | 30 |
| Robert Wilkinson Primary Academy | 75 | 75 | 85 |
| Total Reception places available | 2066 | 2093 | 2113 |

| Year 3 Published Admission Number | | | |
|--|--------------------------|-------------------------|---------------------------|
| Community and Voluntary Controlled Junior Schools | Current (Sept 13) | Agreed (Sept 14) | Proposed (Sept 15) |
| Carr Junior | 70 | 90 | 90 |
| Archbishop of York's CE Junior | 60 | 60 | 60 |
| Total Year 3 places available | 130 | 150 | 150 |

| Year 7 Published Admission Number | | | | |
|--|--|--------------------------|-------------------------|---------------------------|
| | Community Secondary Schools | Current (Sept 14) | Agreed (Sept 15) | Proposed (Sept 16) |
| 4063 | Huntington Secondary | 239 | 239 | 239 |
| 4003 | Canon Lee | 190 | 190 | 190 |
| 4153 | Fulford Secondary | 208 | 208 | 220* |
| 4229 | Millthorpe Secondary | 204 | 204 | 204 |
| 4508 | Joseph Rowntree Secondary | 220 | 220 | 220 |
| 4703 | York High | 180 | 180 | 180 |
| | Voluntary Aided Secondary Schools and Academies | | | |
| 4500 | Archbishop Holgate's CE Academy | 216 | 216 | 216 |
| 4602 | Manor CE Academy | 180 | 200 | 220 |
| 4702 | All Saints RC Secondary | 178 | 178 | 178 |
| | Total Year 7 places available | 1815 | 1835 | 1855 |
| * pending successful planning application outcome in January 2015. | | | | |

| Year 12 Published Admission Number | | | | |
|---|---------------------------------------|------------------|------------------|------------------|
| | School / Academy | (Sept 14) | (Sept 15) | (Sept 16) |
| 4063 | Huntington Secondary | 30 | 30 | 30 |
| 4153 | Fulford Secondary | 35 | 35 | 35 |
| 4500 | Archbishop Holgate's CE Academy | 40 | 40 | 40 |
| 4508 | Joseph Rowntree Secondary | 60 | 60 | 30 |
| 4702 | All Saints RC Secondary | 35 | 35 | 35 |
| | Total Year 12 places available | 200 | 200 | 170 |

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Primary and Infant Schools in the City of York Local Authority area

Coordinated Admissions Scheme

Reception entry

2016 – 2017

A Introduction

- 1 This coordinated scheme provides a framework for a fair and open way of determining applications to start primary or infant school in September 2016.
- 2 This scheme complies with the requirements of the School Admissions Code 2012 and all current legislation regarding school admissions.
- 3 This scheme is reviewed each year and subject to a period of consultation amongst schools, governing bodies, admissions authorities, neighbouring local authorities and other interested parties. It is considered within this consultation alongside the admission arrangements of all state-funded schools within the City of York area.
- 4 This scheme applies to all state-funded primary and infant schools in the City of York area who admit children at the start of Reception as the normal year of entry. It aims to ensure that within the operation of an equal preference system:
 - a) each applicant only receives one offer of a school place;
 - b) each applicant is offered the highest ranked preference school that is available; and
 - c) a single offer is made for all applicants on the same day.
- 5 This scheme applies to applications within the primary admissions round, that is when applying for a place in Reception as the normal year of entry to start primary or infant school for the first time. It does not apply to 'in-year' applications for a place at primary or infant school. In-year admissions are those that are made either during the school year, or for admission into year groups other than the normal year of entry. More information on in-year admissions can be found in the City of York In-Year Admissions Policy.

- 6 Information regarding applying for a place at primary or infant school can be found on the City of York School Admissions website at www.york.gov.uk/schooladmissions and in the Guide for Parents at www.york.gov.uk/guideforparents

B Making Applications

- 1 There will be a standard form known as the Primary Common Application Form.
- 2 The form will be used for the purpose of admitting children into the first year of primary education by making one single application.
- 3 The form must be used as a means of expressing one or more preferences by applicants who are parent/carers resident in the City of York Local Authority (LA) area wishing to express a preference for their child:
 - a) to be admitted to a school within the LA area (including Voluntary Aided Schools and Academies); and/or
 - b) to be admitted to a school located in another LA area (including Voluntary Aided Schools and Academies).
- 4 Applicants resident in other Local Authority areas should apply to the Local Authority in which they are resident and consult the coordinated admissions scheme for that Local Authority area.
- 5 The form will invite applicants to –
 - a) express in rank order up to five preferences, including Voluntary Aided schools, Academies and schools outside the City of York area;
 - b) give their reasons for their preference(s); and
 - c) provide details of their child’s home address which should be the address at which the child is ordinarily resident. Further information on the address can be found in the Guide for Parents as in Section A6 of this scheme.

- 6 Applicants are advised to –
- a) consider their 'catchment' school when expressing their preferences. Catchment areas are designated by the Local Authority and are made available to applicants in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;
 - b) consider the implications of home to school transport when expressing their preferences. Details of the City of York Home to School Transport Policy is made available to applicants online at www.york.gov.uk/schooltransport and upon request from the School Services team. Applicants from outside the City of York area are advised to contact the Local Authority in which they are resident regarding transport;
 - c) inform the LA if they wish to home educate their child from Reception; and
 - d) inform the LA if they intend to enrol their child in an independent school from Reception.
- 7 All preferences expressed on the form are valid applications. Voluntary Aided Schools and Academies can require applicants who nominate their school to complete a supplementary information form (SIF) or provide additional information where this is required for the admissions authority to apply their oversubscription criteria to the applicant. The SIF, if required, must be returned directly to the school.
- 8 Where a Voluntary Aided School or Academy receives a SIF from a City of York resident it will not be regarded as a valid application unless the applicant has also completed the Primary Common Application Form and the school is listed as a preference on it.
- 9 The submission of an online application via the www.york.gov.uk/schooladmissions website will be accepted in place of manually completing a Primary Common Application Form. If the LA receives both an online and manual application, and they differ, the LA will query this with the applicant.

- 10 The closing date for applications is 15 January 2016. Completed forms must be returned to the LA including those applicants who indicate a school outside the City of York area. Completed forms can be returned to the LA via City of York infant or primary schools. Online applications must be submitted on or before the closing date for applications.

C Late Applications

- 1 Applications received after the closing date may be treated as 'late' applications by the coordinating LA and/or the admissions authority.
- 2 Admission Authorities may decide to accept late applications and treat them as 'on-time' applications if this is accompanied by a satisfactory reason provided at the time of application.
- 3 Late applications received between the closing date for applications and the date places are offered may be applied a lower priority when determining to whom places can be offered.
- 4 Late applications received after the offer day, but before the start of the school year will be coordinated using the same arrangements and criteria as 'on-time' applications, although the availability of places will depend on where places are still available as well as the preferences of applicants.
- 5 Late applications received after the first day of the school year will be considered as 'in-year' applications, although these preferences, if unsuccessful, will be held on a waiting list until the end of the first term in line with 'on-time' applications as set out in Section G of this scheme.

D Coordinating Applications

- 1 The LA will act as a clearing house for the allocation of places by the relevant admission authorities in response to the Primary Common Application Form.
- 2 Each admissions authority operating within the scheme will have published and determined their own admissions policy for their school(s). All preferences expressed for a school will be determined in line with the relevant admissions policy.
- 3 The LA will provide information about applicants resident in the City of York area expressing preferences for schools outside the City of York area to other Local Authorities for their consideration.
- 4 The LA will receive information about applicants resident outside the City of York area expressing preferences for schools within the City of York area from other Local Authorities. These preferences will be processed alongside preferences from applicants from the City of York.
- 5 The LA will provide details of all preferences expressed for Voluntary Aided and Academy schools within the City of York area to those schools for their consideration.
- 6 The LA will receive completed ranked lists of all preferences from Voluntary Aided and Academy schools within the City of York area.
- 7 The LA will provide information on all preferences, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area.
- 8 The LA will receive information on all preferences, including to whom offers can be made, from other coordinating Local Authorities for applicants resident in the City of York area.

E Decisions on Applications

- 1 The decision on which applicants are offered places at a school named as a preference on an application is the responsibility for the admissions authority for that school.
- 2 The LA will only make a decision with respect to the offer or refusal of a place in response to any preference expressed on an application where:
 - a) it is acting in its separate capacity as an admission authority, or
 - b) an applicant is eligible for a place at more than one school, or
 - c) an applicant is not eligible for a place at any school that the applicant has named as a preference.
- 3 Those schools that are their own admissions authority will rank all applicants according to the oversubscription criteria contained within their own admissions policies. These ranked lists will be made available to the LA for the purposes of determining where a place will be offered, and be provided in accordance with the timetable laid out in this scheme.
- 4 The LA will, for those schools for which the LA is also the admissions authority, rank all applicants according to the oversubscription criteria for those schools.

F Offers

- 1 The LA will compare the ranked lists of all schools that are named as a preference by the applicant. Where the child is eligible for a place at only one of the nominated schools, that school will be offered to the child.

Where the child is eligible for a place at two or more of the nominated

schools, they will be allocated a place at whichever of these schools is the highest ranked preference.

- 2 Each applicant will receive no more than one offer of a school place. A place will be offered at the highest ranking school named as a preference for which they are eligible for a place.
- 3 The LA, as the coordinating Local Authority for all applicants resident in the City of York area, will offer school places on behalf of all admission authorities operating within the coordinated scheme.
- 4 The LA will provide all City of York primary and infant schools with a provisional list of the children to be offered a place at their schools before the date on which offers are made. This list may be amended by the LA at a later date. Schools should not contact parent/carers until after offers have been made by the LA.
- 5 Offers will be made on 18 April 2016.
- 6 If a place cannot be offered at a school named as a preference, a place will be offered at an alternative school where places are still available. This will be after all those preferencing a school have first been allocated a place. This may be a school some distance from the home address of the applicant.
- 7 No places will be held in reserve for any school.

G Waiting Lists

- 1 A waiting list will be compiled for all oversubscribed schools and kept until at least 31 December 2016.

- 2 Each waiting list will contain all the unsuccessful preferences, whether from 'on-time' or 'late' applications, and ranked in accordance with the relevant oversubscription criteria for that school according to the applicants current circumstances.
- 3 Applicants may request to be added to a waiting list for a school, even if they did not originally express a preference for that school. Requests should be provided in writing from the original applicant to the admissions authority for the school.
- 4 Each additional applicant, or change in circumstances of an applicant, will require the waiting list to be reordered in accordance with the relevant oversubscription criteria for that school.
- 5 The admissions authority for each school shall, should a place become available whilst the waiting list is in operation, make available a place to the applicant on the top of the waiting list on the day the place became available.
- 6 The LA shall, as the coordinating Local Authority, oversee these waiting lists in partnership with schools that are their own admissions authority and other Local Authorities. The LA requires other admission authorities to inform the LA when places may become available, so that a coordinated offer may be made by the LA on behalf of all schools within this coordinated scheme, and to ensure that each child is only allocated one school place.

H Appeals

- 1 Where an applicant has been refused a place at a school of their preference, the applicant will be offered the statutory right of appeal against the decision of the admissions authority for the preference school.

- 2 Applicants may appeal for a school, even if they did not originally express a preference for that school.
- 3 The refusal letter will contain the reason why the preference was refused by the admissions authority for the preference school and what steps the applicant needs to take in order to appeal against this decision.
- 4 Where there is more than one applicant appealing for a school these will be 'grouped appeals' for the first stage wherever possible.
- 5 Where the appeal is for a school in another Local Authority area, where local appeal arrangements may differ from the above, the applicant will be advised to contact that Local Authority to further discuss the appeals process.
- 6 The outcome of the appeals process may mean there are further variations to the allocation of places at all schools. All changes will be communicated between the various admissions authorities operating within this scheme, including the LA, schools that are their own admissions authority, and other Local Authorities.

I

Timetable

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|----------------------|--|
| by 12 September 2015 | Guide for Parents published online at www.york.gov.uk/guideforparents |
| by 12 September 2015 | Opening date for applications. Primary Common Application Form made available and online applications start to be accepted at www.york.gov.uk/schooladmissions |

| | |
|----------------------|---|
| by 20 November 2015 | Letter to parent/carers resident in the LA area with children due to start Reception in September 2016 informing parent/carers that applications should be made online by 15 January 2016. Parent/carers without access to the internet will be informed they should contact School Services for a paper copy of the Primary Common Application Form. |
| 15 January 2016 | Closing date for 'on-time' applications (both online and by paper Primary Common Application Form) |
| from 16 January 2016 | Applications received may be treated as 'late' |
| by 22 January 2016 | Communicate the total number of first preferences expressed to each City of York primary and infant school |
| by 29 January 2016 | Receive information about applicants resident outside the City of York area expressing preferences for schools within the City of York area from other Local Authorities |
| by 29 January 2016 | Provide information about applicants resident in the City of York area expressing preferences for schools outside the City of York area to other Local Authorities for their consideration. |
| by 05 February 2016 | Provide details of all preferences expressed for Voluntary Aided and Academy schools within the City of York area to those schools for their consideration |
| by 26 February 2016 | Receive completed ranked lists of all preferences from Voluntary Aided and Academy schools within the City of York area |
| by 11 March 2016 | First exchange of information, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area |
| by 11 March 2016 | First exchange of information, including to whom offers can be made, from other coordinating |

| | |
|-----------------------------------|--|
| | Local Authorities for applicants resident in the City of York area |
| by 25 March 2016 | Final exchange of information, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area |
| by 25 March 2016 | Final exchange of information, including to whom offers can be made, from other coordinating Local Authorities for applicants resident in the City of York area |
| by 08 April 2016 | Provide all City of York primary and infant schools with a provisional list of the children to be offered a place at their schools. |
| 18 April 2016 | Offers made to City of York resident applicants by email and/or by letter |
| 25 April 2016 – 31 August 2016 | Communicate adjustments to allocations to schools and other admission authorities |
| 20 May 2016 | Deadline for return of appeal papers for 'on-time' applicants |
| 23 May 2016 – 22 July 2016 | Admission appeals for 'on-time' applicants |
| September 2016 | Start of the school year |
| 31 December 2016 | Earliest date waiting lists may close – the exact date for each admission authority may vary according to their admission arrangements. |

J Contact details for correspondence

City of York Council School Services
 West Offices,
 Station Rise,
 York YO1 6GA
 01904 551554
 education@york.gov.uk

K City of York Primary and Infant Schools

Acomb Primary
(Community, 5-11)
West Bank, York, YO24 4ES
01904 798453
acomb.primary@york.gov.uk
www.acombschool.co.uk

Badger Hill Primary
(Community, 5-11)
Crossways, Badger Hill, York, YO10 5JF
01904 555225
badger.hill@york.gov.uk
www.yorkla.org/badgerhill

Bishopthorpe Infant
(Community, 5-7)
Sim Balk Lane, Bishopthorpe, York, YO23 2QQ
01904 707506
bishopthorpe.infant@york.gov.uk
www.yorkla.org/bishopthorpe

Burton Green Primary
(Community, 5-11)
Burton Green, Clifton, York, YO30 6JE
01904 552380
burtongreen.primary@york.gov.uk
www.yorkla.org/burtongreen

Carr Infant
(Community, 5-7)
Ostman Road, Acomb, York, YO26 5QA
01904 798266
carr.infants@york.gov.uk
www.yorkla.org/carrinfant

Clifton Green Primary
(Community, 5-11)
Kingsway North, Clifton, York, YO30 6JA
01904 627270
cliftongreenprimary@york.gov.uk
www.cliftongreenprimary.co.uk

Clifton with Rawcliffe Primary
(Community, 5-11)
Eastholme Drive, Rawcliffe, York, YO30 5TA
01904 555230
admin@cw.r.york.sch.uk
www.cwr.york.sch.uk

Copmanthorpe Primary
(Community, 5-11)
Low Green, Copmanthorpe, York, YO23 3SB
01904 705400
copmanthorpe.primary@york.gov.uk
www.copmanthorpeprimary.co.uk

Dringhouses Primary
(Community, 5-11)
St Helen's Road, York, YO24 1HW
01904 553940
dringhouses.primary@york.gov.uk
www.dringhouses.york.sch.uk

Dunnington CE Primary
(Voluntary Controlled, 5-11)
Pear Tree Lane, Dunnington, York, YO19 5QG
01904 552910
dunnington.primary@york.gov.uk
www.dunningtonprimary.co.uk

Elvington CE Primary
(Voluntary Controlled, 5-11)
Dauby Lane, Elvington, York, YO41 4HP
01904 555280
pselvington@york.gov.uk
www.elvingtonprimary.org.uk

Fishergate Primary
(Community, 5-11)
Fishergate, York, YO10 4AP
01904 555335
fishergate.primary@york.gov.uk
www.fishergateschool.com

Haxby Road Primary Academy
(Academy, 5-11)
154 Haxby Road, York, YO31 8JN
01904 653218
haxbyroad.primary@york.gov.uk
www.haxbyroadschool.co.uk

Headlands Primary
(Community, 5-11)
Oak Tree Lane, Haxby, York, YO32 2YH
01904 762356
headlands.primary@york.gov.uk
www.headlands.org.uk

Hempland Primary
(Community, 5-11)
Whitby Avenue, York, YO31 1ET
01904 421065
hempland.primary@york.gov.uk
www.hemplandprimary.co.uk

Heworth CE Primary
(Voluntary Aided, 5-11)
53 Heworth Road, York, YO31 0AA
01904 551650
heworth.primary@york.gov.uk
www.heworth.york.sch.uk

Hob Moor Community Primary
(Community, 5-11)
Green Lane, Acomb, York, YO24 4PS
01904 555000
hobmoorprimary@hmcc.york.sch.uk
www.hobmoorschools.co.uk

Huntington Primary
(Community, 5-11)
North Moor Road, Huntington, York, YO32 9QT
01904 554441
huntington.primary@york.gov.uk
www.skillspace.com/huntingtonprimary

Knavesmire Primary
(Community, 5-11)
Campleshon Road, York, YO23 1HY
01904 554445
knavesmire.school@york.gov.uk
www.skillspace.com/knavesmire

Lakeside Primary
(Community, 5-11)
Oakdale Road, Clifton Moor, York, YO30 4YL
01904 691473
lakeside.primary@york.gov.uk
www.lakesideprimary.co.uk

Lord Deramore's CE Primary
(Voluntary Controlled, 5-11)
School Lane, Heslington, York, YO10 5EE
01904 553890
lordderamores.primary@york.gov.uk
www.lordderamores.com

Naburn CE Primary
(Voluntary Controlled, 5-11)
Naburn, York, YO19 4PP
01904 551075
naburn.primary@york.gov.uk
www.naburnschool.com

New Earswick Primary
(Voluntary Aided, 5-11)
Hawthorn Terrace, New Earswick, York, YO32 4BY
01904 555970
new-earswick.school@york.gov.uk
www.skillspace.com/newearswick

Osboldwick Primary
(Community, 5-11)
The Leyes, Osboldwick, York, YO10 3PR and
Osboldwick Lane, York YO10 3AX
01904 551060
osboldwick@york.gov.uk
www.osboldwickprimaryschool.co.uk

Our Lady Queen of Martyrs RC Primary
(Voluntary Aided, 5-11)
Hamilton Drive, Holgate, York, YO24 4JW
01904 555222
olqm.primary@york.gov.uk
www.olqmpriaryschool.york.co.uk

Park Grove Primary
(Community, 5-11)
Park Grove, York, YO31 8LG
01904 554390
parkgrove@york.gov.uk
www.parkgrove.york.sch.uk

Poppleton Ousebank
(Community, 5-11)
Main Street, Upper Poppleton, York, YO26 6JT
01904 795930
poppletonousebank.primary@york.gov.uk
www.poppletonousebank.co.uk

Poppleton Road Primary
(Community, 5-11)
Poppleton Road, York, YO26 4UP
01904 553388
poppyroad@york.gov.uk
www.poppletonroadprimary.co.uk

Ralph Butterfield Primary
(Community, 5-11)
Station Road, Haxby, York, YO32 3LS
01904 768325
ralph.butterfield@york.gov.uk
www.skillspace.com/ralphbutterfield

Robert Wilkinson Primary
(Academy, 5-11)
West End, Strensall, York, YO32 5UH
01904 490306
robertwilkinson.primary@york.gov.uk
www.rwprimary.co.uk

Rufforth Primary
(Community, 5-11)
Wetherby Road, Rufforth, York, YO23 3QF
01904 738347
rufforth.primary@york.gov.uk
www.rufforthprimary.co.uk

Scarcroft Primary
(Community, 5-11)
Moss Street, York, YO23 1BS
01904 653569
scarcroft.primary@york.gov.uk
www.scarcroft.york.sch.uk

Skelton Primary
(Community, 5-11)
Brecksfield, Skelton, York, YO30 1BY
01904 555170
primary.school.skelton@york.gov.uk
www.yorkla.org/skelton

St Aelred's RC Primary
(Voluntary Aided, 5-11)
Fifth Avenue, Tang Hall, York, YO31 0QQ
01904 551885
st.aelreds@york.gov.uk
www.staelreds.org

St Barnabas' CE Primary
(Voluntary Controlled, 5-11)
Jubilee Terrace, Leeman Road, York, YO26 4YZ
01904 653323
stbarnabas@york.gov.uk
www.yorkla.org/stbarnabas

St George's RC Primary
(Voluntary Aided, 5-11)
1 Winterscale Street, Fishergate, York, YO10 4BT
01904 552440
stgeorges.primary@york.gov.uk
www.stgeorgesrc-york.org.uk

St Lawrence's CE Primary
(Voluntary Aided, 5-11)
Heslington Road, York, YO10 5BW
01904 625131
st.lawrences@york.gov.uk
www.stlawrencesschool.org

St Mary's CE Primary
(Voluntary Controlled, 5-11)
School Lane, Askham Richard, York, YO23 3PD
01904 707125
stmarys.primary@york.gov.uk
www.skillspace.com/stmarys

St Oswald's CE Primary
(Voluntary Controlled, 5-11)
Heslington Lane, Fulford, York, YO10 4LX
01904 555421
stoswalds.primary@york.gov.uk
www.stoswalds.york.sch.uk

St Paul's CE Primary
(Voluntary Controlled, 5-11)
St Pauls Terrace, Holgate, York, YO24 4BJ
01904 625240
stpauls.primary@york.gov.uk
www.skillspace.com/stpauls

St Wilfrid's RC Primary
(Voluntary Aided, 5-11)
Monkgate, York, YO31 7PB
01904 659726
stwilfrids@york.gov.uk
www.yorkla.org/stwilfrids

Stockton on the Forest Primary
(Community, 5-11)
Main Street, Stockton on the Forest, York, YO32 9UP
01904 400366
stocktononforest.primary@york.gov.uk
www.stocktonprimary.co.uk

Tang Hall Primary
(Community, 5-11)
Sixth Avenue, York, YO31 0UT
01904 424765
tanghall.primary@york.gov.uk
www.tanghallprimary.co.uk

Westfield Primary Community
(Community, 5-11)
Askham Lane, Acomb, York, YO24 3HP
01904 555295
westfield.primary@york.gov.uk
www.westfieldprimary.co.uk

Wheldrake with Thorganby CE Primary
(Voluntary Aided, 5-11)
North Lane, Wheldrake, York, YO19 6BB
01904 553422
wheldrake.school@york.gov.uk
www.wheldrakewiththorganbyschool.co.uk

Wigginton Primary
(Community, 5-11)
Westfield Lane, Wigginton, York, YO32 2FZ
01904 552225
wigginton.primary@york.gov.uk
www.skillspace.com/wigginton

Woodthorpe Primary
(Community, 5-11)
Summerfield Road, Woodthorpe, York, YO24 2RU
01904 705462
woodthorpe.primary@york.gov.uk
www.woodthorpeprimaryschool.co.uk

Yearsley Grove Primary
(Community, 5-11)
Yearsley Grove, Huntington, York, YO31 9BX
01904 554490
yearsleygrove.primary@york.gov.uk
www.yearsleygroveprimary.york.sch.uk

Junior Schools in the City of York Local Authority area

Coordinated Admissions Scheme

Year 3 entry

2016 – 2017

A Introduction

- 1 This coordinated scheme provides a framework for a fair and open way of determining applications to start junior school in September 2016.
- 2 This scheme complies with the requirements of the School Admissions Code 2012 and all current legislation regarding school admissions.
- 3 This scheme is reviewed each year and subject to a period of consultation amongst schools, governing bodies, admissions authorities, neighbouring local authorities and other interested parties. It is considered within this consultation alongside the admission arrangements of all state-funded schools within the City of York area.
- 4 This scheme applies to all state-funded junior schools in the City of York area who admit pupils at the start of Year 3 as the normal year of entry. It aims to ensure that within the operation of an equal preference system:
 - a) each applicant only receives one offer of a school place;
 - b) each applicant is offered the highest ranked preference school that is available; and
 - c) a single offer is made for all applicants on the same day.
- 5 This scheme applies to applications within the junior admissions round, that is when applying for a place in Year 3 as the normal year of entry to start junior school for the first time. It does not apply to 'in-year' applications for a place at junior or primary school. In-year admissions are those that are made either during the school year, or for admission into year groups other than the normal year of entry. More information on in-year admissions can be found in the City of York In-Year Admissions Policy.

- 6 Information regarding applying for a place at junior school can be found on the City of York School Admissions website at www.york.gov.uk/schooladmissions and in the Guide for Parents at www.york.gov.uk/guideforparents

B Making Applications

- 1 There will be a standard form known as the Junior Common Application Form.
- 2 The form will be used for the purpose of admitting pupils into the first year of junior education by making one single application.
- 3 The form must be used as a means of expressing one or more preferences by applicants who are parent/carers resident in the City of York Local Authority (LA) area wishing to express a preference for their child:
 - a) to be admitted to a school within the LA area (including Voluntary Aided Schools and Academies); and/or
 - b) to be admitted to a school located in another LA area (including Voluntary Aided Schools and Academies).
- 4 Applicants resident in other Local Authority areas should apply to the Local Authority in which they are resident and consult the coordinated admissions scheme for that Local Authority area.
- 5 The form will invite applicants to –
 - a) express in rank order up to five preferences, including Voluntary Aided schools, Academies and schools outside the City of York area;
 - b) give their reasons for their preference(s); and
 - c) provide details of their child’s home address which should be the address at which the child is ordinarily resident. Further information on the address can be found in the Guide for Parents as in Section A6 of this scheme.

- 6 Applicants are advised to –
- a) consider their 'catchment' school when expressing their preferences. Catchment areas are designated by the Local Authority and are made available to applicants in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;
 - b) consider the implications of home to school transport when expressing their preferences. Details of the City of York Home to School Transport Policy is made available to applicants online at www.york.gov.uk/schooltransport and upon request from the School Services team. Applicants from outside the City of York area are advised to contact the Local Authority in which they are resident regarding transport;
 - c) inform the LA if they wish to start or to continue to home educate their child from Year 3; and
 - d) inform the LA if they intend to enrol their child in an independent school from Year 3.
- 7 All preferences expressed on the form are valid applications. Voluntary Aided Schools and Academies can require applicants who nominate their school to complete a supplementary information form (SIF) or provide additional information where this is required for the admissions authority to apply their oversubscription criteria to the applicant. The SIF, if required, must be returned directly to the school.
- 8 Where a Voluntary Aided School or Academy receives a SIF from a City of York resident it will not be regarded as a valid application unless the applicant has also completed the Junior Common Application Form and the school is listed as a preference on it.
- 9 The submission of an online application via the www.york.gov.uk/schooladmissions website will be accepted in place of manually completing a Junior Common Application Form. If the LA receives both an online and manual application, and they differ, the LA will query this with the applicant.

- 10 The closing date for applications is 15 January 2016. Completed forms must be returned to the LA including those applicants who indicate a school outside the City of York area. Completed forms can be returned to the LA via City of York infant or primary schools. Online applications must be submitted on or before the closing date for applications.

C Late Applications

- 1 Applications received after the closing date may be treated as 'late' applications by the coordinating LA and/or the admissions authority.
- 2 Admission Authorities may decide to accept late applications and treat them as 'on-time' applications if this is accompanied by a satisfactory reason provided at the time of application.
- 3 Late applications received between the closing date for applications and the date places are offered may be applied a lower priority when determining to whom places can be offered.
- 4 Late applications received after the offer day, but before the start of the school year will be coordinated using the same arrangements and criteria as 'on-time' applications, although the availability of places will depend on where places are still available as well as the preferences of applicants.
- 5 Late applications received after the first day of the school year will be considered as 'in-year' applications, although these preferences, if unsuccessful, will be held on a waiting list until the end of the first term in line with 'on-time' applications as set out in Section G of this scheme.

D Coordinating Applications

- 1 The LA will act as a clearing house for the allocation of places by the relevant admission authorities in response to the Junior Common Application Form.
- 2 Each admissions authority operating within the scheme will have published and determined their own admissions policy for their school(s). All preferences expressed for a school will be determined in line with the relevant admissions policy.
- 3 The LA will provide information about applicants resident in the City of York area expressing preferences for schools outside the City of York area to other Local Authorities for their consideration.
- 4 The LA will receive information about applicants resident outside the City of York area expressing preferences for schools within the City of York area from other Local Authorities. These preferences will be processed alongside preferences from applicants from the City of York.
- 5 The LA will provide details of all preferences expressed for Voluntary Aided and Academy schools within the City of York area to those schools for their consideration.
- 6 The LA will receive completed ranked lists of all preferences from Voluntary Aided and Academy schools within the City of York area.
- 7 The LA will provide information on all preferences, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area.
- 8 The LA will receive information on all preferences, including to whom offers can be made, from other coordinating Local Authorities for applicants resident in the City of York area.

E Decisions on Applications

- 1 The decision on which applicants are offered places at a school named as a preference on an application is the responsibility for the admissions authority for that school.
- 2 The LA will only make a decision with respect to the offer or refusal of a place in response to any preference expressed on an application where:
 - a) it is acting in its separate capacity as an admission authority, or
 - b) an applicant is eligible for a place at more than one school, or
 - c) an applicant is not eligible for a place at any school that the applicant has named as a preference.
- 3 Those schools that are their own admissions authority will rank all applicants according to the oversubscription criteria contained within their own admissions policies. These ranked lists will be made available to the LA for the purposes of determining where a place will be offered, and be provided in accordance with the timetable laid out in this scheme.
- 4 The LA will, for those schools for which the LA is also the admissions authority, rank all applicants according to the oversubscription criteria for those schools.

F Offers

- 1 The LA will compare the ranked lists of all schools that are named as a preference by the applicant. Where the pupil is eligible for a place at only one of the nominated schools, that school will be offered to the pupil.

Where the pupil is eligible for a place at two or more of the nominated

schools, they will be allocated a place at whichever of these schools is the highest ranked preference.

- 2 Each applicant will receive no more than one offer of a school place. A place will be offered at the highest ranking school named as a preference for which they are eligible for a place.
- 3 The LA, as the coordinating Local Authority for all applicants resident in the City of York area, will offer school places on behalf of all admission authorities operating within the coordinated scheme.
- 4 The LA will provide all City of York junior schools with a provisional list of the pupils to be offered a place at their schools before the date on which offers are made. This list may be amended by the LA at a later date. Schools should not contact parent/carers until after offers have been made by the LA.
- 5 Offers will be made on 18 April 2016.
- 6 If a place cannot be offered at a school named as a preference, a place will be offered at an alternative school where places are still available. This will be after all those preferencing a school have first been allocated a place. This may be a school some distance from the home address of the applicant.
- 7 No places will be held in reserve for any school.
- 8 Offers will be made to all City of York pupils even if parent/carers have not applied for a school place as the LA has a responsibility to ensure a school places is available for every pupil. Offers will not be made where a parent/carer has informed the LA that they intend to either continue or start to –
 - a) educate their child at home; or
 - b) educate their child at an independent school.

G Waiting Lists

- 1 A waiting list will be compiled for all oversubscribed schools and kept until at least 31 December 2016.
- 2 Each waiting list will contain all the unsuccessful preferences, whether from 'on-time' or 'late' applications, and ranked in accordance with the relevant oversubscription criteria for that school according to the applicants current circumstances.
- 3 Applicants may request to be added to a waiting list for a school, even if they did not originally express a preference for that school. Requests should be provided in writing from the original applicant to the admissions authority for the school.
- 4 Each additional applicant, or change in circumstances of an applicant, will require the waiting list to be reordered in accordance with the relevant oversubscription criteria for that school.
- 5 The admissions authority for each school shall, should a place become available whilst the waiting list is in operation, make available a place to the applicant on the top of the waiting list on the day the place became available.
- 6 The LA shall, as the coordinating Local Authority, oversee these waiting lists in partnership with schools that are their own admissions authority and other Local Authorities. The LA requires other admission authorities to inform the LA when places may become available, so that a coordinated offer may be made by the LA on behalf of all schools within this coordinated scheme, and to ensure that each pupil is only allocated one school place.

H Appeals

- 1 Where an applicant has been refused a place at a school of their preference, the applicant will be offered the statutory right of appeal against the decision of the admissions authority for the preference school.
- 2 Applicants may appeal for a school, even if they did not originally express a preference for that school.
- 3 The refusal letter will contain the reason why the preference was refused by the admissions authority for the preference school and what steps the applicant needs to take in order to appeal against this decision.
- 4 Where there is more than one applicant appealing for a school these will be 'grouped appeals' for the first stage wherever possible.
- 5 Where the appeal is for a school in another Local Authority area, where local appeal arrangements may differ from the above, the applicant will be advised to contact that Local Authority to further discuss the appeals process.
- 6 The outcome of the appeals process may mean there are further variations to the allocation of places at all schools. All changes will be communicated between the various admissions authorities operating within this scheme, including the LA, schools that are their own admissions authority, and other Local Authorities.

I

Timetable

| | |
|----------------------|--|
| by 12 September 2015 | Guide for Parents published online at www.york.gov.uk/guideforparents |
| by 12 September 2015 | Opening date for applications. Junior Common Application Form made available and online applications start to be accepted at www.york.gov.uk/schooladmissions |
| by 20 November 2015 | Letter to parent/carers of Year 2 pupils in City of York infant schools informing parent/carers that applications should be made online by 15 January 2016. Parent/carers without access to the internet will be informed they should contact the School Services team for a paper copy of the Junior Common Application Form. |
| 15 January 2016 | Closing date for 'on-time' applications (both online and by paper Junior Common Application Form) |
| from 16 January 2016 | Applications received may be treated as 'late' |
| by 22 January 2016 | Communicate the total number of first preferences expressed to each City of York junior school |
| by 29 January 2016 | Receive information about applicants resident outside the City of York area expressing preferences for schools within the City of York area from other Local Authorities |
| by 29 January 2016 | Provide information about applicants resident in the City of York area expressing preferences for schools outside the City of York area to other Local Authorities for their consideration. |
| by 05 February 2016 | Provide details of all preferences expressed for Voluntary Aided and Academy schools within the City of York area to those schools for their consideration |

| | |
|-----------------------------------|--|
| by 26 February 2016 | Receive completed ranked lists of all preferences from Voluntary Aided and Academy schools within the City of York area |
| by 11 March 2016 | First exchange of information, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area |
| by 11 March 2016 | First exchange of information, including to whom offers can be made, from other coordinating Local Authorities for applicants resident in the City of York area |
| by 25 March 2016 | Final exchange of information, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area |
| by 25 March 2016 | Final exchange of information, including to whom offers can be made, from other coordinating Local Authorities for applicants resident in the City of York area |
| by 08 April 2016 | Provide all City of York junior schools with a provisional list of the pupils to be offered a place at their schools. |
| 18 April 2016 | Offers made to City of York resident applicants by email and/or by letter |
| 25 April 2016 – 31 August 2016 | Communicate adjustments to allocations to schools and other admission authorities |
| 20 May 2016 | Deadline for return of appeal papers for 'on-time' applicants |
| 23 May 2016 – 22 July 2016 | Admission appeals for 'on-time' applicants |
| September 2016 | Start of the school year |
| 31 December 2016 | Earliest date waiting lists may close – the exact date for each admission authority may vary according to their admission arrangements. |

J Contact details for correspondence

City of York Council School Services
West Offices,
Station Rise,
York YO1 6GA
01904 551554
education@york.gov.uk

K City of York Junior Schools

Archbishop of York's CE Junior
(Voluntary Controlled, 7-11)
Copmanthorpe Lane, Bishopthorpe, York, YO23 2QT
01904 551630
ayjs@york.gov.uk
www.archbishops-jun.york.sch.uk

Carr Junior
(Community, 7-11)
Ostman Road, Acomb, York, YO26 5QA
01904 798996
carrjunior@york.gov.uk
www.carrjunior.co.uk

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Secondary Schools in the City of York Local Authority area

Coordinated Admissions Scheme

Year 7 entry

2016 – 2017



CITY OF
YORK
COUNCIL

A Introduction

- 1 This coordinated scheme provides a framework for a fair and open way of determining applications to start secondary school in September 2016.
- 2 This scheme complies with the requirements of the School Admissions Code 2012 and all current legislation regarding school admissions.
- 3 This scheme is reviewed each year and subject to a period of consultation amongst schools, governing bodies, admissions authorities, neighbouring local authorities and other interested parties. It is considered within this consultation alongside the admission arrangements of all state-funded schools within the City of York area.
- 4 This scheme applies to all state-funded secondary schools in the City of York area who admit pupils at the start of Year 7 as the normal year of entry. It aims to ensure that within the operation of an equal preference system:
 - a) each applicant only receives one offer of a school place;
 - b) each applicant is offered the highest ranked preference school that is available; and
 - c) a single offer is made for all applicants on the same day.
- 5 This scheme applies to applications within the secondary admissions round, that is when applying for a place in Year 7 as the normal year of entry to start secondary school for the first time. It does not apply to 'in-year' applications for a place at secondary school. In-year admissions are those that are made either during the school year, or for admission into year groups other than the normal year of entry. More information on in-year admissions can be found in the City of York In-Year Admissions Policy.

- 6 Information regarding applying for a place at secondary school can be found on the City of York School Admissions website at www.york.gov.uk/schooladmissions and in the Guide for Parents at www.york.gov.uk/guideforparents

B Making Applications

- 1 There will be a standard form known as the Secondary Common Application Form.
- 2 The form will be used for the purpose of admitting pupils into the first year of secondary education by making one single application.
- 3 The form must be used as a means of expressing one or more preferences by applicants who are parent/carers resident in the City of York Local Authority (LA) area wishing to express a preference for their child:
- a) to be admitted to a school within the LA area (including Voluntary Aided Schools and Academies); and/or
 - b) to be admitted to a school located in another LA area (including Voluntary Aided Schools and Academies).
- 4 Applicants resident in other Local Authority areas should apply to the Local Authority in which they are resident and consult the coordinated admissions scheme for that Local Authority area.
- 5 The form will invite applicants to –
- a) express in rank order up to five preferences, including Voluntary Aided schools, Academies and schools outside the City of York area;
 - b) give their reasons for their preference(s); and
 - c) provide details of their child’s home address which should be the address at which the child is ordinarily resident. Further information on the address can be found in the Guide for Parents as in Section A6 of this scheme.

- 6 Applicants are advised to –
- a) consider their 'catchment' school when expressing their preferences. Catchment areas are designated by the Local Authority and are made available to applicants in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;
 - b) consider the implications of home to school transport when expressing their preferences. Details of the City of York Home to School Transport Policy is made available to applicants online at www.york.gov.uk/schooltransport and upon request from the School Services team. Applicants from outside the City of York area are advised to contact the Local Authority in which they are resident regarding transport;
 - c) inform the LA if they wish to start or to continue to home educate their child from Year 7; and
 - d) inform the LA if they intend to enrol their child in an independent school from Year 7.
- 7 All preferences expressed on the form are valid applications. Voluntary Aided Schools and Academies can require applicants who nominate their school to complete a supplementary information form (SIF) or provide additional information where this is required for the admissions authority to apply their oversubscription criteria to the applicant. The SIF, if required, must be returned directly to the school.
- 8 Where a Voluntary Aided School or Academy receives a SIF from a City of York resident it will not be regarded as a valid application unless the applicant has also completed the Secondary Common Application Form and the school is listed as a preference on it.
- 9 The submission of an online application via the www.york.gov.uk/schooladmissions website will be accepted in place of manually completing a Secondary Common Application Form. If the LA receives both an online and manual application, and they differ, the LA will query this with the applicant.

- 10 The closing date for applications is 31 October 2015. Completed forms must be returned to the LA including those applicants who indicate a school outside the City of York area. Completed forms can be returned to the LA via City of York primary schools. Online applications must be submitted on or before the closing date for applications.

C Late Applications

- 1 Applications received after the closing date may be treated as 'late' applications by the coordinating LA and/or the admissions authority.
- 2 Admission Authorities may decide to accept late applications and treat them as 'on-time' applications if this is accompanied by a satisfactory reason provided at the time of application.
- 3 Late applications received between the closing date for applications and the date places are offered may be applied a lower priority when determining to whom places can be offered.
- 4 Late applications received after the offer day, but before the start of the school year will be coordinated using the same arrangements and criteria as 'on-time' applications, although the availability of places will depend on where places are still available as well as the preferences of applicants.
- 5 Late applications received after the first day of the school year will be considered as 'in-year' applications, although these preferences, if unsuccessful, will be held on a waiting list until the end of the first term in line with 'on-time' applications as set out in Section G of this scheme.

D Coordinating Applications

- 1 The LA will act as a clearing house for the allocation of places by the relevant admission authorities in response to the Secondary Common Application Form.
- 2 Each admissions authority operating within the scheme will have published and determined their own admissions policy for their school(s). All preferences expressed for a school will be determined in line with the relevant admissions policy.
- 3 The LA will provide information about applicants resident in the City of York area expressing preferences for schools outside the City of York area to other Local Authorities for their consideration.
- 4 The LA will receive information about applicants resident outside the City of York area expressing preferences for schools within the City of York area from other Local Authorities. These preferences will be processed alongside preferences from applicants from the City of York.
- 5 The LA will provide details of all preferences expressed for Voluntary Aided and Academy schools within the City of York area to those schools for their consideration.
- 6 The LA will receive completed ranked lists of all preferences from Voluntary Aided and Academy schools within the City of York area.
- 7 The LA will provide information on all preferences, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area.
- 8 The LA will receive information on all preferences, including to whom offers can be made, from other coordinating Local Authorities for applicants resident in the City of York area.

E Decisions on Applications

- 1 The decision on which applicants are offered places at a school named as a preference on an application is the responsibility for the admissions authority for that school.
- 2 The LA will only make a decision with respect to the offer or refusal of a place in response to any preference expressed on an application where:
 - a) it is acting in its separate capacity as an admission authority, or
 - b) an applicant is eligible for a place at more than one school, or
 - c) an applicant is not eligible for a place at any school that the applicant has named as a preference.
- 3 Those schools that are their own admissions authority will rank all applicants according to the oversubscription criteria contained within their own admissions policies. These ranked lists will be made available to the LA for the purposes of determining where a place will be offered, and be provided in accordance with the timetable laid out in this scheme.
- 4 The LA will, for those schools for which the LA is also the admissions authority, rank all applicants according to the oversubscription criteria for those schools.

F Offers

- 1 The LA will compare the ranked lists of all schools that are named as a preference by the applicant. Where the pupil is eligible for a place at only one of the nominated schools, that school will be offered to the pupil.

Where the pupil is eligible for a place at two or more of the nominated

schools, they will be allocated a place at whichever of these schools is the highest ranked preference.

- 2 Each applicant will receive no more than one offer of a school place. A place will be offered at the highest ranking school named as a preference for which they are eligible for a place.
- 3 The LA, as the coordinating Local Authority for all applicants resident in the City of York area, will offer school places on behalf of all admission authorities operating within the coordinated scheme.
- 4 The LA will provide all City of York secondary schools with a provisional list of the pupils to be offered a place at their schools before the date on which offers are made. This list may be amended by the LA at a later date. Schools should not contact parent/carers until after offers have been made by the LA.
- 5 Offers will be made on 01 March 2016.
- 6 If a place cannot be offered at a school named as a preference, a place will be offered at an alternative school where places are still available. This will be after all those preferencing a school have first been allocated a place. This may be a school some distance from the home address of the applicant.
- 7 No places will be held in reserve for any school.
- 8 Offers will be made to all City of York pupils even if parent/carers have not applied for a school place as the LA has a responsibility to ensure a school places is available for every pupil. Offers will not be made where a parent/carer has informed the LA that they intend to either continue or start to –
 - a) educate their child at home; or
 - b) educate their child at an independent school.

G Waiting Lists

- 1 A waiting list will be compiled for all oversubscribed schools and kept until at least 31 December 2016.
- 2 Each waiting list will contain all the unsuccessful preferences, whether from 'on-time' or 'late' applications, and ranked in accordance with the relevant oversubscription criteria for that school according to the applicants current circumstances.
- 3 Applicants may request to be added to a waiting list for a school, even if they did not originally express a preference for that school. Requests should be provided in writing from the original applicant to the admissions authority for the school.
- 4 Each additional applicant, or change in circumstances of an applicant, will require the waiting list to be reordered in accordance with the relevant oversubscription criteria for that school.
- 5 The admissions authority for each school shall, should a place become available whilst the waiting list is in operation, make available a place to the applicant on the top of the waiting list on the day the place became available.
- 6 The LA shall, as the coordinating Local Authority, oversee these waiting lists in partnership with schools that are their own admissions authority and other Local Authorities. The LA requires other admission authorities to inform the LA when places may become available, so that a coordinated offer may be made by the LA on behalf of all schools within this coordinated scheme, and to ensure that each pupil is only allocated one school place.

H Appeals

- 1 Where an applicant has been refused a place at a school of their preference, the applicant will be offered the statutory right of appeal against the decision of the admissions authority for the preference school.
- 2 Applicants may appeal for a school, even if they did not originally express a preference for that school.
- 3 The refusal letter will contain the reason why the preference was refused by the admissions authority for the preference school and what steps the applicant needs to take in order to appeal against this decision.
- 4 Where there is more than one applicant appealing for a school these will be 'grouped appeals' for the first stage wherever possible.
- 5 Where the appeal is for a school in another Local Authority area, where local appeal arrangements may differ from the above, the applicant will be advised to contact that Local Authority to further discuss the appeals process.
- 6 The outcome of the appeals process may mean there are further variations to the allocation of places at all schools. All changes will be communicated between the various admissions authorities operating within this scheme, including the LA, schools that are their own admissions authority, and other Local Authorities.

I Timetable

by 12 September 2015

Guide for Parents published online at
www.york.gov.uk/guideforparents

| | |
|-------------------------------|---|
| by 12 September 2015 | Opening date for applications. Secondary Common Application Form made available and online applications start to be accepted at www.york.gov.uk/schooladmissions |
| 11 September 2015 | Letter to parent/carers of Year 6 pupils in City of York primary schools informing parent/carers of dates of secondary school open evenings and that applications should be made online by 31 October 2015. Parent/carers without access to the internet will be informed they should contact the School Services team for a paper copy of the Secondary Common Application Form. |
| September 2015 – October 2015 | Secondary school open evenings |
| 02 October 2015 | Follow-up letter to parent/carers of Year 6 pupils in City of York primary schools following secondary school open evenings |
| 31 October 2015 | Closing date for 'on-time' applications (both online and by paper Secondary Common Application Form) |
| from 01 November 2015 | Applications received may be treated as 'late' |
| by 20 November 2015 | Communicate the total number of first preferences expressed to each City of York secondary school |
| by 20 November 2015 | Receive information about applicants resident outside the City of York area expressing preferences for schools within the City of York area from other Local Authorities |
| by 20 November 2015 | Provide information about applicants resident in the City of York area expressing preferences for schools outside the City of York area to other Local Authorities for their consideration. |
| by 11 December 2015 | Provide details of all preferences expressed for Voluntary Aided and Academy schools within the City of York area to those schools for their consideration |

| | |
|-----------------------------------|--|
| by 15 January 2016 | Receive completed ranked lists of all preferences from Voluntary Aided and Academy schools within the City of York area |
| by 22 January 2016 | First exchange of information, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area |
| by 22 January 2016 | First exchange of information, including to whom offers can be made, from other coordinating Local Authorities for applicants resident in the City of York area |
| by 19 February 2016 | Final exchange of information, including to whom offers can be made, to other coordinating Local Authorities for applicants resident outside the City of York area |
| by 19 February 2016 | Final exchange of information, including to whom offers can be made, from other coordinating Local Authorities for applicants resident in the City of York area |
| by 26 February 2016 | Provide all City of York secondary schools with a provisional list of the pupils to be offered a place at their schools. |
| 01 March 2016 | Offers made to City of York resident applicants by email and/or by letter |
| 07 March 2016 – 31 August 2016 | Communicate adjustments to allocations to schools and other admission authorities |
| 15 April 2016 | Deadline for return of appeal papers for 'on-time' applicants |
| 18 April 2016 – 17 June 2016 | Admission appeals for 'on-time' applicants |
| September 2016 | Start of the school year |
| 31 December 2016 | Earliest date waiting lists may close – the exact date for each admission authority may vary according to their admission arrangements. |

J Contact details for correspondence

City of York Council School Services
West Offices,
Station Rise,
York YO1 6GA
01904 551554
education@york.gov.uk

K City of York Secondary Schools

All Saints' RC School
(Voluntary Aided, 11-18)
Mill Mount Lane, York, YO24 1BJ and
Nunnery Lane, York, YO23 1JG
01904 647877
allsaints.school@york.gov.uk
www.allsaints.york.sch.uk

Archbishop Holgate's CE School
(Academy, 11-18)
Hull Road, York, YO10 5ZA
01904 411341
reception@archbishopholgates.org
www.archbishopholgates.org

Canon Lee School
(Community, 11-16)
Rawcliffe Drive, Clifton, York, YO30 6ZS
01904 560000
canonlee.school@york.gov.uk
www.canonlee.org.uk

Fulford School
(Community, 11-18)
Fulfordgate, Heslington Lane, Fulford, York, YO10 4FY
01904 633300
office@fulford.york.sch.uk
www.fulford.york.sch.uk

Huntington School
(Community, 11-18)
Huntington Road, Huntington, York, YO32 9WT
01904 752100
mail@huntington-ed.org.uk
www.huntingtonschool.co.uk

Joseph Rowntree School
(Voluntary Controlled, 11-18)
Haxby Road, New Earswick, York, YO32 4BZ
01904 552100
joseph.rowntree@york.gov.uk
www.josephrowntreeschool.co.uk

Manor CE Academy
(Academy, 11-16)
Millfield Lane, Nether Poppleton, York, YO26 6PQ
01904 798722
admin@manorceacademy.org
www.manorceacademy.org

Millthorpe School
(Community, 11-16)
Nunthorpe Avenue, York, YO23 1WF
01904 686400
admin@millthorpeschool.co.uk
www.millthorpeschool.co.uk

York High School
(Community, 11-16)
Cornlands Road, Acomb, York, YO24 3WZ
01904 555500
reception@yorkhighschool.co.uk
www.yorkhighschool.co.uk

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Community and Voluntary Controlled Primary and Infant Schools

Admissions Policy – Reception entry
2016 – 2017

Introduction

- 1 This policy applies to those schools where the City of York Council is the admissions authority – that is all community and voluntary controlled primary and infant schools within the City of York area. It applies only to applications within the primary admissions round, that is when applying for a place in Reception as the normal year of entry to start primary or infant school for the first time. It does not apply to ‘in-year’ applications for a place at a primary or infant school. In-year admissions are those that are made either during the school year, or for admission into year groups other than the normal year of entry. More information on in-year admissions can be found in the City of York In-Year Admissions Policy.
- 2 This policy may also be adopted by other admissions authorities wishing to reflect the aims of this policy in their own admission arrangements.
- 3 This policy complies with and operates within the City of York Coordinated Admissions Scheme for Primary and Infant Schools in the City of York Local Authority area.
- 4 The City of York Council policy for allocating primary and infant school places is designed to be as fair as possible while ensuring that resources are used sensibly. Under the primary and infant school admission arrangements the allocation of places is based on where the child/parent lives and the preferences of parent/carers.
- 5 The admission of children to an infant or primary school is a completely separate process to nursery admissions. Attendance at a particular nursery class or early years provider does not give a child any priority within the admissions policy for admission to an infant or primary school, even if the school and nursery are located on the same premises or the nursery is run by the school itself.

- 6 Advice and information for parent/carers on school admissions, including [key information that applies to all applications](#) as well as some frequently asked questions are available in the Guide for Parents which is available at www.york.gov.uk/guideforparents or upon request from the School Services team.
- 7 The admission of children with an education and health care plan or a statement of special educational needs is covered by different admission regulations. Following negotiation, once a school has been named, a place will be allocated for these children before considering other applications.

A Admissions into Reception

- 1 Children will normally be admitted into the year group relevant to the child's age and will start full-time in the school year they turn five. All children will be offered the opportunity of a full time place from September in the year of entry.
- 2 This policy includes an option of 'delayed entry'. This means that parent/carers may secure a place at a school under the normal admission arrangements but choose to postpone their child's admission to school until as late as the start of the school term after a child turns five. Parent/carers will also be able to request a part-time place until the start of the term after the child turns five. It is a legal requirement that all children must enter formal full-time education at the start of the term after their fifth birthday. More information on delayed and deferred entry can be found in the City of York Delayed and Deferred Admissions Policy.
- 3 Applications should be made by the closing date for applications which is 15 January 2016. Applications can be made online at www.york.gov.uk/schooladmissions or by completing a paper Primary Common Application Form, which can be obtained from School

Services, online, or from a City of York primary or infant school.

- 4 When making an application, parent/carers are advised to supply any additional information that may be required to the admissions authority by emailing education@york.gov.uk with the child's details. For example, additional information will need to be provided when applying on the basis of being 'previously looked after' or having exceptional medical or social needs which relate to the preferred school. Further guidance on additional information can be found in the Guide for Parents.
- 5 Any school's resources, such as teachers and classrooms, have to be used carefully to ensure the best possible standards for education and a safe environment. If no limit were set on the number of children that can go to a school each year these standards could not be maintained. Infant Class Size legislation may also limit in the number of pupils that can be admitted in the year of entry. For these reasons each school has a Planned Admission Number – that is the number of places available that will be offered in the year of entry.
- 6 Applicants may be successful in obtaining a place at a school that does not serve the local 'catchment' area in which they live. If allocated a place at such a school, applicants will be responsible for travel arrangements and the costs of travel to and from school.
- 7 Applicants are advised to consider their 'catchment' school when making an application. If the place your child is allocated is at a school which you are not in the catchment area for, or if you move out of the catchment area you now reside in, then you may have less chance of being successful when applying for any younger siblings.

B Oversubscription criteria

Some schools will be oversubscribed – that is where the number of applicants exceeds the Planned Admission Number. Where this is the case, priority is given to certain categories of children. The

oversubscription criteria set out below will be used to prioritise all applicants who have applied for a place at a school in these circumstances in the following priority order:

- 1 **Children who are either currently or have previously been 'looked after'**. This applies to all children who are currently in the care of a local authority and all children who have been adopted from local authority care;
- 2 **Children who live within the catchment area normally served by the preferred school.** Catchment areas are designated by the Local Authority and are made available to parent/carers in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;
- 3 **Children considered by the admissions authority to have exceptional social or medical needs which relate to the preferred school.** The admissions authority may consult with other medical or educational professionals for a further opinion as to whether the child should be allocated a place at the preferred school due to a particular medical condition or social need;
- 4 **Children with siblings at the preferred school at the time of admission.** Siblings are defined as brothers or sisters living in the same house, as their primary place of residence (including half- and step-brothers or sisters);
- 5 **Children who live closest to the preferred school using the nearest available safe walking route.** Distances are measured by a GIS mapping system from the child's home address to the entrance of the school.

Where there are fewer places than children in an oversubscription priority as above, places will be allocated to the child(ren) who also fulfil the next highest priority.

For example, for two children who are both resident in the catchment

area and are thus assigned the same (second) priority, the place would be allocated to the child who also fulfils the next highest priority, for example, who also has a sibling at the school (fourth priority) over a child living closer to the school (fifth priority).

In the unlikely case of identical distances under the fifth priority, the applications will be ordered randomly by the Authority's admissions software.

C Appeals

- 1 Applicants refused a place at a school have the right of appeal. Appeals are heard by an independent appeals panel and their decisions are legally binding. Applicants who wish to appeal should contact the School Services team to request the correct appeal form. Appeal forms should be returned within 20 school days of the date the place was refused.
- 2 Applicants will only be able to appeal once for a place at a given school in any one school year, unless any significant new information is available which was not available at the original hearing.

D False Information

Where an offer of a place has been made on the basis of fraudulent or intentionally misleading information, which has effectively denied a place to a child with a stronger claim, the offer of a place will be withdrawn.

E Late Applications

- 1 Applications received after the closing date of 15 January 2016 may be treated as 'late' applications – that is processed after all 'on-time' applications.
- 2 Where possible, 'late' applications and changes of preference and/or circumstances will be treated as 'on-time' applications if:
 - a) this is accompanied by a satisfactory reason provided at the time of application; and
 - b) it can be accommodated within the timescales of the coordinated scheme and/or admissions authority's processes.
- 3 Late applications received after the offer day, but before the start of the school year will be processed using the same arrangements and criteria as 'on-time' applications, although the availability of places will depend on where places are still available as well as the preferences of applicants.
- 4 Late applications received after the first day of the school year will be considered as 'in-year' applications, and be subject to the City of York In Year Admissions Policy. However, these preferences, if unsuccessful, will be held on a waiting list until the end of the first term in line with 'on-time' applications as set out in Section F of this scheme.

F Waiting List

- 1 If a school is oversubscribed, a waiting list will be held from when offers have been made until 31 December 2016.

- 2 A child's position on the list will be determined by the oversubscription criteria set out in Section B of this policy and will reflect their current circumstances where these circumstances have been provided to the admissions authority.

G

Timetable

| | |
|-------------------------------|--|
| by 12 September 2015 | Opening date for applications. Primary Common Application Form made available and online applications start to be accepted at www.york.gov.uk/schooladmissions |
| 15 January 2016 | Closing date for 'on-time' applications (both online and by paper Primary Common Application Form) |
| from 16 January 2016 | Applications received may be treated as 'late' |
| 18 April 2016 | National Offer Day |
| 20 May 2016 | Deadline for return of appeal papers for 'on-time' applicants |
| 23 May 2016 – 22 July 2016 | Admission appeals for 'on-time' applicants |
| September 2016 | Start of the school year |
| 31 December 2016 | Waiting list for all community and voluntary controlled primary and infant schools closes |

H

Contact details for correspondence

City of York Council School Services
 West Offices,
 Station Rise,
 York YO1 6GA
 01904 551554
education@york.gov.uk

I

City of York Community and Voluntary Controlled Primary and Infant Schools

Acomb Primary
(Community, 5-11)
West Bank, York, YO24 4ES
01904 798453
acomb.primary@york.gov.uk
www.acombschool.co.uk

Badger Hill Primary
(Community, 5-11)
Crossways, Badger Hill, York, YO10 5JF
01904 555225
badger.hill@york.gov.uk
www.yorkla.org/badgerhill

Bishopthorpe Infant
(Community, 5-7)
Sim Balk Lane, Bishopthorpe, York, YO23 2QQ
01904 707506
bishopthorpe.infant@york.gov.uk
www.yorkla.org/bishopthorpe

Burton Green Primary
(Community, 5-11)
Burton Green, Clifton, York, YO30 6JE
01904 552380
burtongreen.primary@york.gov.uk
www.yorkla.org/burtongreen

Carr Infant
(Community, 5-7)
Ostman Road, Acomb, York, YO26 5QA
01904 798266
carr.infants@york.gov.uk
www.yorkla.org/carrinfant

Clifton Green Primary
(Community, 5-11)
Kingsway North, Clifton, York, YO30 6JA
01904 627270
cliftongreenprimary@york.gov.uk
www.cliftongreenprimary.co.uk

Clifton with Rawcliffe Primary
(Community, 5-11)
Eastholme Drive, Rawcliffe, York, YO30 5TA
01904 555230
admin@cw.r.york.sch.uk
www.cwr.york.sch.uk

Copmanthorpe Primary
(Community, 5-11)
Low Green, Copmanthorpe, York, YO23 3SB
01904 705400
copmanthorpe.primary@york.gov.uk
www.copmanthorpeprimary.co.uk

Dringhouses Primary
(Community, 5-11)
St Helen's Road, York, YO24 1HW
01904 553940
dringhouses.primary@york.gov.uk
www.dringhouses.york.sch.uk

Dunnington CE Primary
(Voluntary Controlled, 5-11)
Pear Tree Lane, Dunnington, York, YO19 5QG
01904 552910
dunnington.primary@york.gov.uk
www.dunningtonprimary.co.uk

Elvington CE Primary
(Voluntary Controlled, 5-11)
Dauby Lane, Elvington, York, YO41 4HP
01904 555280
pselvington@york.gov.uk
www.elvingtonprimary.org.uk

Fishergate Primary
(Community, 5-11)
Fishergate, York, YO10 4AP
01904 555335
fishergate.primary@york.gov.uk
www.fishergateschool.com

Headlands Primary
(Community, 5-11)
Oak Tree Lane, Haxby, York, YO32 2YH
01904 762356
headlands.primary@york.gov.uk
www.headlands.org.uk

Hempland Primary
(Community, 5-11)
Whitby Avenue, York, YO31 1ET
01904 421065
hempland.primary@york.gov.uk
www.hemplandprimary.co.uk

Hob Moor Community Primary
(Community, 5-11)
Green Lane, Acomb, York, YO24 4PS
01904 555000
hobmoorprimary@hmcc.york.sch.uk
www.hobmoorschools.co.uk

Huntington Primary
(Community, 5-11)
North Moor Road, Huntington, York, YO32 9QT
01904 554441
huntington.primary@york.gov.uk
www.skillspace.com/huntingtonprimary

Knavesmire Primary
(Community, 5-11)
Campleshon Road, York, YO23 1HY
01904 554445
knavesmire.school@york.gov.uk
www.skillspace.com/knavesmire

Lakeside Primary
(Community, 5-11)
Oakdale Road, Clifton Moor, York, YO30 4YL
01904 691473
lakeside.primary@york.gov.uk
www.lakesideprimary.co.uk

Lord Deramore's CE Primary
(Voluntary Controlled, 5-11)
School Lane, Heslington, York, YO10 5EE
01904 553890
lordderamores.primary@york.gov.uk
www.lordderamores.com

Naburn CE Primary
(Voluntary Controlled, 5-11)
Naburn, York, YO19 4PP
01904 551075
naburn.primary@york.gov.uk
www.naburnschool.com

Osbaldwick Primary
(Community, 5-11)
The Leyes, Osbaldwick, York, YO10 3PR and
Osbaldwick Lane, York YO10 3AX
01904 551060
osbaldwick@york.gov.uk
www.osbaldwickprimaryschool.co.uk

Park Grove Primary
(Community, 5-11)
Park Grove, York, YO31 8LG
01904 554390
parkgrove@york.gov.uk
www.parkgroveprimary.co.uk

Poppleton Ousebank
(Community, 5-11)
Main Street, Upper Poppleton, York, YO26 6JT
01904 795930
poppletonousebank.primary@york.gov.uk
www.poppletonousebank.co.uk

Poppleton Road Primary
(Community, 5-11)
Poppleton Road, York, YO26 4UP
01904 553388
poppyroad@york.gov.uk
www.poppletonroadprimary.co.uk

Ralph Butterfield Primary
(Community, 5-11)
Station Road, Haxby, York, YO32 3LS
01904 768325
ralph.butterfield@york.gov.uk
www.skillspace.com/ralphbutterfield

Rufforth Primary
(Community, 5-11)
Wetherby Road, Rufforth, York, YO23 3QF
01904 738347
rufforth.primary@york.gov.uk
www.rufforthprimary.co.uk

Scarcroft Primary
(Community, 5-11)
Moss Street, York, YO23 1BS
01904 653569
scarcroft.primary@york.gov.uk
www.scarcroft.york.sch.uk

Skelton Primary
(Community, 5-11)
Brecksfield, Skelton, York, YO30 1BY
01904 555170
primary.school.skelton@york.gov.uk
www.yorkla.org/skelton

St Barnabas' CE Primary
(Voluntary Controlled, 5-11)
Jubilee Terrace, Leeman Road, York, YO26 4YZ
01904 653323
stbarnabas@york.gov.uk
www.yorkla.org/stbarnabas

St Mary's CE Primary
(Voluntary Controlled, 5-11)
School Lane, Askham Richard, York, YO23 3PD
01904 707125
stmarys.primary@york.gov.uk
www.skillspace.com/stmarys

St Oswald's CE Primary
(Voluntary Controlled, 5-11)
Heslington Lane, Fulford, York, YO10 4LX
01904 555421
stoswalds.primary@york.gov.uk
www.stoswalds.york.sch.uk

St Paul's CE Primary
(Voluntary Controlled, 5-11)
St Pauls Terrace, Holgate, York, YO24 4BJ
01904 625240
stpauls.primary@york.gov.uk
www.skillspace.com/stpauls

Stockton on the Forest Primary
(Community, 5-11)
Main Street, Stockton on the Forest, York, YO32 9UP
01904 400366
stocktononforest.primary@york.gov.uk
www.stocktonprimary.co.uk

Tang Hall Primary
(Community, 5-11)
Sixth Avenue, York, YO31 0UT
01904 555271
tanghall.primary@york.gov.uk
www.tanghallprimary.co.uk

Westfield Primary Community
(Community, 5-11)
Askham Lane, Acomb, York, YO24 3HP
01904 555295
westfield.primary@york.gov.uk
www.westfieldprimary.co.uk

Wigginton Primary
(Community, 5-11)
Westfield Lane, Wigginton, York, YO32 2FZ
01904 552225
wigginton.primary@york.gov.uk
www.skillspace.com/wigginton

Woodthorpe Primary
(Community, 5-11)
Summerfield Road, Woodthorpe, York, YO24 2RU
01904 705462
woodthorpe.primary@york.gov.uk
www.woodthorpeprimaryschool.co.uk

Yearsley Grove Primary
(Community, 5-11)
Yearsley Grove, Huntington, York, YO31 9BX
01904 554490
yearsleygrove.primary@york.gov.uk
www.yearsleygroveprimary.york.sch.uk

Community and Voluntary Controlled Junior Schools

Admissions Policy – Year 3 entry
2016 – 2017

Introduction

- 1 This policy applies to those schools where the City of York Council is the admissions authority – that is all community and voluntary controlled junior schools within the City of York area. It applies only to applications within the junior admissions round, that is when applying for a place in Year 3 as the normal year of entry to start junior school for the first time. It does not apply to ‘in-year’ applications for a place at junior or primary school. In-year admissions are those that are made either during the school year, or for admission into year groups other than the normal year of entry. More information on in-year admissions can be found in the City of York In-Year Admissions Policy.
- 2 This policy may also be adopted by other admissions authorities wishing to reflect the aims of this policy in their own admission arrangements.
- 3 This policy complies with and operates within the City of York Coordinated Admissions Scheme for Junior Schools in the City of York Local Authority area.
- 4 The City of York Council policy for allocating junior school places is designed to be as fair as possible while ensuring that resources are used sensibly. Under the junior school admission arrangements the allocation of places is based on where the pupil/parent lives and the preferences of parent/carers.
- 5 Advice and information for parent/carers on school admissions, including **key information that applies to all applications** as well as some frequently asked questions are available in the Guide for Parents which is available at www.york.gov.uk/guideforparents or upon request from the School Services team.

- 6 The admission of pupils with an education and health care plan or a statement of special educational needs is covered by different admission regulations. Following negotiation, once a school has been named, a place will be allocated for these pupils before considering other applications.

A Admissions into Year 3

- 1 Pupils will normally be admitted into the year group relevant to the pupil's age.
- 2 Applications should be made by the closing date for applications which is 15 January 2016. Applications can be made online at www.york.gov.uk/schooladmissions or by completing a paper Junior Common Application Form, which can be obtained from School Services, online, or from a City of York infant or junior school.
- 3 When making an application, parent/carers are advised to supply any additional information that may be required to the admissions authority by emailing education@york.gov.uk with the pupil's details. For example, additional information will need to be provided when applying on the basis of being 'previously looked after' or having exceptional medical or social needs which relate to the preferred school. Further guidance on additional information can be found in the Guide for Parents.
- 4 Any school's resources, such as teachers and classrooms, have to be used carefully to ensure the best possible standards for education and a safe environment. If no limit were set on the number of pupils that can go to a school each year these standards could not be maintained. For this reason each school has a Planned Admission Number – that is the number of places available that will be offered in the year of entry.
- 5 Applicants may be successful in obtaining a place at a school that does not serve the local 'catchment' area in which they live. If allocated a

place at such a school, applicants will be responsible for travel arrangements and the costs of travel to and from school.

- 6 Applicants are advised to consider their 'catchment' school when making an application. If the place your child is allocated is at a school which you are not in the catchment area for, or if you move out of the catchment area you now reside in, then you may have less chance of being successful when applying for any younger siblings.

B Oversubscription criteria

Some schools will be oversubscribed – that is where the number of applicants exceeds the Planned Admission Number. Where this is the case, priority is given to certain categories of pupil. The oversubscription criteria set out below will be used to prioritise all applicants who have applied for a place at a school in these circumstances in the following priority order:

- 1 **Pupils who are either currently or have previously been 'looked after'.** This applies to all pupils who are currently in the care of a local authority and all pupils who have been adopted from local authority care;
- 2 **Pupils who live within the catchment area normally served by the preferred school.** Catchment areas are designated by the Local Authority and are made available to parent/carers in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;
- 3 **Pupils considered by the admissions authority to have exceptional social or medical needs which relate to the preferred school.** The admissions authority may consult with other medical or educational professionals for a further opinion as to whether the pupil should be allocated a place at the preferred school due to a particular medical condition or social need;

- 4 **Pupils with siblings at the preferred school at the time of admission.** Siblings are defined as brothers or sisters living in the same house, as their primary place of residence (including half- and step-brothers or sisters);
- 5 **Pupils who live closest to the preferred school using the nearest available safe walking route.** Distances are measured by a GIS mapping system from the pupil's home address to the entrance of the school.

Where there are fewer places than pupils in an oversubscription priority as above, places will be allocated to the pupil(s) who also fulfil the next highest priority.

For example, for two pupils who are both resident in the catchment area and are thus assigned the same (second) priority, the place would be allocated to the pupil who also fulfils the next highest priority, for example, who also has a sibling at the school (fourth priority) over a pupil living closer to the school (fifth priority).

In the unlikely case of identical distances under the fifth priority, the applications will be ordered randomly by the Authority's admissions software.

C Appeals

- 1 Applicants refused a place at a school have the right of appeal. Appeals are heard by an independent appeals panel and their decisions are legally binding. Applicants who wish to appeal should contact the School Services team to request the correct appeal form. Appeal forms should be returned within 20 school days of the date the place was refused.

- 2 Applicants will only be able to appeal once for a place at a given school in any one school year, unless any significant new information is available which was not available at the original hearing.

D False Information

Where an offer of a place has been made on the basis of fraudulent or intentionally misleading information, which has effectively denied a place to a pupil with a stronger claim, the offer of a place will be withdrawn.

E Late Applications

- 1 Applications received after the closing date of 15 January 2016 may be treated as 'late' applications – that is processed after all 'on-time' applications.
- 2 Where possible, 'late' applications and changes of preference and/or circumstances will be treated as 'on-time' applications if:
 - a) this is accompanied by a satisfactory reason provided at the time of application; and
 - b) it can be accommodated within the timescales of the coordinated scheme and/or admissions authority's processes.
- 3 Late applications received after the offer day, but before the start of the school year will be processed using the same arrangements and criteria as 'on-time' applications, although the availability of places will depend on where places are still available as well as the preferences of applicants.

- 4 Late applications received after the first day of the school year will be considered as 'in-year' applications, and be subject to the City of York In Year Admissions Policy. However, these preferences, if unsuccessful, will be held on a waiting list until the end of the first term in line with 'on-time' applications as set out in Section F of this scheme.

F Waiting List

- 1 If a school is oversubscribed, a waiting list will be held from when offers have been made until 31 December 2016.
- 2 A pupil's position on the list will be determined by the oversubscription criteria set out in Section B of this policy and will reflect their current circumstances where these circumstances have been provided to the admissions authority.

G Timetable

| | |
|-------------------------------|---|
| by 12 September 2015 | Opening date for applications. Junior Common Application Form made available and online applications start to be accepted at www.york.gov.uk/schooladmissions |
| 15 January 2016 | Closing date for 'on-time' applications (both online and by paper Junior Common Application Form) |
| from 16 January 2016 | Applications received may be treated as 'late' |
| 18 April 2016 | National Offer Day |
| 20 May 2016 | Deadline for return of appeal papers for 'on-time' applicants |
| 23 May 2016 – 30 June 2016 | Admission appeals for 'on-time' applicants |

| | |
|------------------|---|
| September 2016 | Start of the school year |
| 31 December 2016 | Waiting list for all community and voluntary controlled junior schools closes |

H Contact details for correspondence

City of York Council School Services
 West Offices,
 Station Rise,
 York YO1 6GA
 01904 551554
education@york.gov.uk

I City of York Community and Voluntary Controlled Junior Schools

Archbishop of York's CE Junior
 (Voluntary Controlled, 7-11)
 Copmanthorpe Lane, Bishopthorpe, York, YO23 2QT
 01904 551630
ayjs@york.gov.uk
www.archbishops-jun.york.sch.uk

Carr Junior
 (Community, 7-11)
 Ostman Road, Acomb, York, YO26 5QA
 01904 798996
carrjunior@york.gov.uk
www.carrjunior.co.uk

Community and Voluntary Controlled Secondary Schools

Admissions Policy – Year 7 entry

2016 – 2017

Introduction

- 1 This policy applies to those schools where the City of York Council is the admissions authority – that is all community and voluntary controlled secondary schools within the City of York area. It applies only to applications within the secondary admissions round, that is when applying for a place in Year 7 as the normal year of entry to start secondary school for the first time. It does not apply to ‘in-year’ applications for a place at secondary school. In-year admissions are those that are made either during the school year, or for admission into year groups other than the normal year of entry. More information on in-year admissions can be found in the City of York In-Year Admissions Policy.
- 2 This policy may also be adopted by other admissions authorities wishing to reflect the aims of this policy in their own admission arrangements.
- 3 This policy complies with and operates within the City of York Coordinated Admissions Scheme for Secondary Schools in the City of York Local Authority area.
- 4 The City of York Council policy for allocating secondary school places is designed to be as fair as possible while ensuring that resources are used sensibly. Under the secondary school admission arrangements the allocation of places is based on where the pupil/parent lives and the preferences of parent/carers.
- 5 Advice and information for parent/carers on school admissions, including **key information that applies to all applications** as well as some frequently asked questions are available in the Guide for Parents which is available at www.york.gov.uk/guideforparents or upon request from the School Services team.

- 6 The admission of pupils with an education and health care plan or a statement of special educational needs is covered by different admission regulations. Following negotiation, once a school has been named, a place will be allocated for these pupils before considering other applications.

A Admissions into Year 7

- 1 Pupils will normally be admitted into the year group relevant to the pupil's age.
- 2 Applications should be made by the closing date for applications which is 31 October 2015. Applications can be made online at www.york.gov.uk/schooladmissions or by completing a paper Secondary Common Application Form, which can be obtained from School Services, online, or from a City of York primary or junior school.
- 3 When making an application, parent/carers are advised to supply any additional information that may be required to the admissions authority by emailing education@york.gov.uk with the pupil's details. For example, additional information will need to be provided when applying on the basis of being 'previously looked after' or having exceptional medical or social needs which relate to the preferred school. Further guidance on additional information can be found in the Guide for Parents.
- 4 Any school's resources, such as teachers and classrooms, have to be used carefully to ensure the best possible standards for education and a safe environment. If no limit were set on the number of pupils that can go to a school each year these standards could not be maintained. For this reason each school has a Planned Admission Number – that is the number of places available that will be offered in the year of entry.
- 5 Applicants may be successful in obtaining a place at a school that does not serve the local 'catchment' area in which they live. If allocated a

place at such a school, applicants will be responsible for travel arrangements and the costs of travel to and from school.

- 6 Applicants are advised to consider their 'catchment' school when making an application. If the place your child is allocated is at a school which you are not in the catchment area for, or if you move out of the catchment area you now reside in, then you may have less chance of being successful when applying for any younger siblings.

B Oversubscription criteria

Some schools will be oversubscribed – that is where the number of applicants exceeds the Planned Admission Number. Where this is the case, priority is given to certain categories of pupil. The oversubscription criteria set out below will be used to prioritise all applicants who have applied for a place at a school in these circumstances in the following priority order:

- 1 **Pupils who are either currently or have previously been 'looked after'.** This applies to all pupils who are currently in the care of a local authority and all pupils who have been adopted from local authority care;
- 2 **Pupils who live within the catchment area normally served by the preferred school.** Catchment areas are designated by the Local Authority and are made available to parent/carers in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;
- 3 **Pupils considered by the admissions authority to have exceptional social or medical needs which relate to the preferred school.** The admissions authority may consult with other medical or educational professionals for a further opinion as to whether the pupil should be allocated a place at the preferred school due to a particular medical condition or social need;

- 4 **Pupils with siblings at the preferred school at the time of admission.** Siblings are defined as brothers or sisters living in the same house, as their primary place of residence (including half- and step-brothers or sisters);
- 5 **Pupils who live closest to the preferred school using the nearest available safe walking route.** Distances are measured by a GIS mapping system from the pupil's home address to the entrance of the school.

Where there are fewer places than pupils in an oversubscription priority as above, places will be allocated to the pupil(s) who also fulfil the next highest priority.

For example, for two pupils who are both resident in the catchment area and are thus assigned the same (second) priority, the place would be allocated to the pupil who also fulfils the next highest priority, for example, who also has a sibling at the school (fourth priority) over a pupil living closer to the school (fifth priority).

In the unlikely case of identical distances under the fifth priority, the applications will be ordered randomly by the Authority's admissions software.

C Appeals

- 1 Applicants refused a place at a school have the right of appeal. Appeals are heard by an independent appeals panel and their decisions are legally binding. Applicants who wish to appeal should contact the School Services team to request the correct appeal form. Appeal forms should be returned within 20 school days of the date the place was refused.

- 2 Applicants will only be able to appeal once for a place at a given school in any one school year, unless any significant new information is available which was not available at the original hearing.

D False Information

Where an offer of a place has been made on the basis of fraudulent or intentionally misleading information, which has effectively denied a place to a pupil with a stronger claim, the offer of a place will be withdrawn.

E Late Applications

- 1 Applications received after the closing date of 31 October 2015 may be treated as 'late' applications – that is processed after all 'on-time' applications.
- 2 Where possible, 'late' applications and changes of preference and/or circumstances will be treated as 'on-time' applications if:
 - a) this is accompanied by a satisfactory reason provided at the time of application; and
 - b) it can be accommodated within the timescales of the coordinated scheme and/or admissions authority's processes.
- 3 Late applications received after the offer day, but before the start of the school year will be processed using the same arrangements and criteria as 'on-time' applications, although the availability of places will depend on where places are still available as well as the preferences of applicants.

- 4 Late applications received after the first day of the school year will be considered as 'in-year' applications, and be subject to the City of York In Year Admissions Policy. However, these preferences, if unsuccessful, will be held on a waiting list until the end of the first term in line with 'on-time' applications as set out in Section F of this scheme.

F Waiting List

- 1 If a school is oversubscribed, a waiting list will be held from when offers have been made until 31 December 2016.
- 2 A pupil's position on the list will be determined by the oversubscription criteria set out in Section B of this policy and will reflect their current circumstances where these circumstances have been provided to the admissions authority.

G Timetable

| | |
|-------------------------------|--|
| by 12 September 2015 | Opening date for applications. Secondary Common Application Form made available and online applications start to be accepted at www.york.gov.uk/schooladmissions |
| September 2015 – October 2015 | Secondary school open evenings |
| 31 October 2015 | Closing date for 'on-time' applications (both online and by paper Secondary Common Application Form) |
| from 01 November 2015 | Applications received may be treated as 'late' |
| 01 March 2016 | National Offer Day |
| 15 April 2016 | Deadline for return of appeal papers for 'on-time' applicants |

| | |
|---------------------------------|--|
| 18 April 2016 – 17 June 2016 | Admission appeals for 'on-time' applicants |
| September 2016 | Start of the school year |
| 31 December 2016 | Waiting list for all community and voluntary controlled secondary schools closes |

H Contact details for correspondence

City of York Council School Services
 West Offices,
 Station Rise,
 York YO1 6GA
 01904 551554
education@york.gov.uk

I City of York Community and Voluntary Controlled Secondary Schools

Canon Lee School
 (Community, 11-16)
 Rawcliffe Drive, Clifton, York, YO30 6ZS
 01904 560000
canonlee.school@york.gov.uk
www.canonlee.org.uk

Fulford School
 (Community, 11-18)
 Fulfordgate, Heslington Lane, Fulford, York, YO10 4FY
 01904 633300
office@fulford.york.sch.uk
www.fulford.york.sch.uk

Huntington School
(Community, 11-18)
Huntington Road, Huntington, York, YO32 9WT
01904 752100
mail@huntington-ed.org.uk
www.huntingtonschool.co.uk

Joseph Rowntree School
(Voluntary Controlled, 11-18)
Haxby Road, New Earswick, York, YO32 4BZ
01904 552100
joseph.rowntree@york.gov.uk
www.josephrowntreeschool.co.uk

Millthorpe School
(Community, 11-16)
Nunthorpe Avenue, York, YO23 1WF
01904 686400
admin@millthorpeschool.co.uk
www.millthorpeschool.co.uk

York High School
(Community, 11-16)
Cornlands Road, Acomb, York, YO24 3WZ
01904 555500
reception@yorkhighschool.co.uk
www.yorkhighschool.co.uk

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Fulford School

Admissions Policy – Year 12 entry

2016 – 2017

Introduction

- 1 The City of York Council is the Admissions Authority for Fulford School and is therefore responsible for the admission of students into Year 12.

The City of York Council has delegated the responsibility for the administration of admissions into Year 12 to the Head teacher of the school and so any queries regarding Year 12 admissions should be directed to the school.

Advice and information for parent/carers on school admissions, including [key information that applies to all applications](#) as well as some frequently asked questions are available in the Guide for Parents which is available at www.york.gov.uk/guideforparents or upon request from the School Services team.

- 2 The combined capacity for Years 12 and 13 is 320.

A Admissions into Year 12

- 1 Admission into Year 12 will be from:
 - (a) students on roll in Year 11 at Fulford School; and
 - (b) external applicant students not attending Year 11 at Fulford School.
- 2 Fulford School welcomes applications from eligible external applicants, and where applications are received from those not already on roll in Year 11 at the school, the school will admit eligible external students to Year 12. The planned admission number for Year 12 is 35 students, though wherever possible additional students may be offered places on available courses.

- 3 Both students on roll in Year 11 at Fulford School, and external applicants are required to apply for a place in Year 12.
- 4 The same entry requirements for admission into Year 12 will apply for students on roll in Year 11 at Fulford School and external applicants.
- 5 Students will be admitted into Year 12 at the start of the Autumn Term in each school year, although there may be some occasions when students transfer during an academic year.

B Minimum entry requirements

All students seeking admission to Year 12 must achieve the necessary grades for access onto the courses they have chosen.

C Oversubscription criteria

- 1 Where the number of eligible external applicants for a course of study exceeds the places available, then admission will be determined in accordance with the following priority of admission criteria:
 1. Students who are either currently or have previously been **'looked after'**. This applies to all students who are in the care of a local authority and all pupils who have been adopted from local authority care;

2. Students who live within the **catchment** area normally served by Fulford School. Catchment areas are designated by the Local Authority and are made available to parent/carers in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;
 3. Students considered by Fulford School to have **exceptional social or medical needs** which relate to Fulford School; Fulford School may consult with other medical or educational professionals for a further opinion as to whether the student should be allocated a place at Fulford School due to a particular medical condition or social need;
 4. Students with **siblings** at Fulford School at the time of admission. Siblings are defined as brothers or sisters living in the same house, as their primary place of residence (including half- and step-brothers or sisters);
 5. Students who **live closest** to Fulford School using the nearest available safe walking route. Distances are measured by a GIS mapping system from the student's home address to the entrance of the school.
- 2 The number of students who have applied for each course will need to be taken into account, meaning that extra students can sometimes be accommodated over the admission number of 35 eligible external applicants if the student's chosen course is not full.

D Appeals

Any student refused the offer of a place has the right of appeal to an Independent Appeals Panel. Students who wish to appeal should contact the School Services team to request the correct appeal form. Appeal forms should be returned within 20 school days of the date the place was refused.

E False Information

Where an offer of a place has been made on the basis of fraudulent or intentionally misleading information, which has effectively denied a place to a student with a stronger claim, the offer of a place will be withdrawn.

F Late Applications

Late applications will be considered up to the end of the first full week of the Autumn Term 2016, where places are still available. Although students can apply at any time, groupings will be based on Easter numbers so later applications may be harder to accommodate.

G Timetable for admission

| | |
|----------------------------------|--|
| December 2015 – February 2016 | Students complete application |
| February 2016 – April 2016 | Application processed |
| April 2016 | Decision on application (subject to results) communicated to students |
| August 2016 | Year 11 results published |
| August 2016 | Admission confirmed or refused |
| September 2016 | Independent Appeals |

Students can apply up to the start of the courses but it is helpful to receive early applications as above.

H Contact details for correspondence

Fulford School
Fulfordgate,
Fulford,
York YO10 4FY
01904 633300
office@fulford.york.sch.uk
www.fulford.york.sch.uk

City of York Council School Services
West Offices,
Station Rise,
York YO1 6GA
01904 551554
education@york.gov.uk
www.york.gov.uk/schools



Huntington School

Admissions Policy – Year 12 entry

2016 – 2017

Introduction

- 1 The City of York Council is the Admissions Authority for Huntington School and is therefore responsible for the admission of students into Year 12.

The City of York Council has delegated the responsibility for the administration of admissions into Year 12 to the Head teacher of the school and so any queries regarding Year 12 admissions should be directed to the school.

Advice and information for parent/carers on school admissions, including [key information that applies to all applications](#) as well as some frequently asked questions are available in the Guide for Parents which is available at www.york.gov.uk/guideforparents or upon request from the School Services team.

- 2 The combined capacity for Years 12 and 13 is 320.

A Admissions into Year 12

- 1 Admission into Year 12 will be from:
 - (a) students on roll in Year 11 at Huntington School; and
 - (b) external applicant students not attending Year 11 at Huntington School.
- 2 Huntington School will admit 30 external applicant students into Year 12 each year.
- 3 Both students on roll in Year 11 at Huntington School, and external applicants are required to apply for a place in Year 12.

- 4 The same entry requirements for admission into Year 12 will apply for students on roll in Year 11 at Huntington School and external applicants.
- 5 Students will be admitted into Year 12 at the start of the Autumn Term in each school year, although there may be some occasions when students transfer during an academic year.

B Minimum entry requirements

All students seeking admission to Year 12 must achieve the necessary grades for access onto the courses they have chosen.

C Oversubscription criteria

- 1 Where the number of eligible external applicants for a course of study exceeds the places available, then admission will be determined in accordance with the following priority of admission criteria:
 1. Students who are either currently or have previously been **'looked after'**. This applies to all students who are in the care of a local authority and all pupils who have been adopted from local authority care;
 2. Students who live within the **catchment** area normally served by Huntington School. Catchment areas are designated by the Local Authority and are made available to parent/carers in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;

3. Students considered by Huntington School to have **exceptional social or medical needs** which relate to Huntington School; Huntington School may consult with other medical or educational professionals for a further opinion as to whether the student should be allocated a place at Huntington School due to a particular medical condition or social need;
 4. Students with **siblings** at Huntington School at the time of admission. Siblings are defined as brothers or sisters living in the same house, as their primary place of residence (including half- and step-brothers or sisters);
 5. Students who **live closest** to Huntington School using the nearest available safe walking route. Distances are measured by a GIS mapping system from the student's home address to the entrance of the school.
- 2 The number of students who have applied for each course will need to be taken into account, meaning that extra students can sometimes be accommodated over the admission number if the student's chosen course is not full.

D Appeals

Any student refused the offer of a place has the right of appeal to an Independent Appeals Panel. Students who wish to appeal should contact the School Services team to request the correct appeal form. Appeal forms should be returned within 20 school days of the date the place was refused.

E False Information

Where an offer of a place has been made on the basis of fraudulent or intentionally misleading information, which has effectively denied a place to a student with a stronger claim, the offer of a place will be withdrawn.

F Late Applications

Late applications will be considered up to the end of the first full week of the Autumn Term 2016.

G Timetable for admission

| | |
|----------------|---|
| December 2015 | Students complete application |
| December 2015 | School accepts application and informs parent application has been received |
| February 2016 | Application processed |
| August 2016 | Year 11 results published |
| August 2016 | Admission confirmed or refused |
| September 2016 | Independent Appeals |

Students can apply up to the start of the courses but it is helpful to receive early applications as above.

H Contact details for correspondence

Huntington School
Huntington Road,
Huntington,
York YO32 9WT
01904 752100
mail@huntington-ed.org.uk
www.huntingtonschool.co.uk

City of York Council School Services
West Offices,
Station Rise,
York YO1 6GA
01904 551554
education@york.gov.uk
www.york.gov.uk/schools



The Joseph Rowntree School

Admissions Policy – Year 12 entry

2016 – 2017

Introduction

- 1 The City of York Council is the Admissions Authority for The Joseph Rowntree School and is therefore responsible for the admission of students into Year 12.

The City of York Council has delegated the responsibility for the administration of admissions into Year 12 to the Head teacher of the school and so any queries regarding Year 12 admissions should be directed to the school.

Advice and information for parent/carers on school admissions, including **key information that applies to all applications** as well as some frequently asked questions are available in the Guide for Parents which is available at www.york.gov.uk/guideforparents or upon request from the School Services team.

- 2 The combined capacity for Years 12 and 13 is 300.

A Admissions into Year 12

- 1 Admission into Year 12 will be from:
 - (a) students on roll in Year 11 at The Joseph Rowntree School; and
 - (b) external applicant students not attending Year 11 at The Joseph Rowntree School.
- 2 The Joseph Rowntree School will admit 30 external applicant students into Year 12 each year.
- 3 Both students on roll in Year 11 at The Joseph Rowntree School, and external applicants are required to apply for a place in Year 12.

- 4 The same entry requirements for admission into Year 12 will apply for students on roll in Year 11 at The Joseph Rowntree School and external applicants.
- 5 Students will be admitted into Year 12 at the start of the Autumn Term in each school year, although there may be some occasions when students transfer during an academic year.

B Minimum entry requirements

All students seeking admission to Year 12 must meet the academic requirements for their chosen courses as identified in the current course information booklet.

C Oversubscription criteria

- 1 Where the number of eligible external applicants for a course of study exceeds the places available, then admission will be determined in accordance with the following priority of admission criteria:
 1. Students who are either currently or have previously been **'looked after'**. This applies to all students who are in the care of a local authority and all pupils who have been adopted from local authority care;
 2. Students who live within the **catchment** area normally served by The Joseph Rowntree School. Catchment areas are designated by the Local Authority and are made available to parent/carers in the Guide to School Catchment Areas, online at www.york.gov.uk, and upon request from the School Services team;

3. Students considered by The Joseph Rowntree School to have **exceptional social or medical needs** which relate to The Joseph Rowntree School; The Joseph Rowntree School may consult with other medical or educational professionals for a further opinion as to whether the student should be allocated a place at The Joseph Rowntree School due to a particular medical condition or social need;
 4. Students with **siblings** at The Joseph Rowntree School at the time of admission. Siblings are defined as brothers or sisters living in the same house, as their primary place of residence (including half- and step-brothers or sisters);
 5. Students who **live closest** to The Joseph Rowntree School using the nearest available safe walking route. Distances are measured by a GIS mapping system from the student's home address to the entrance of the school.
- 2 The number of students who have applied for each course will need to be taken into account, meaning that extra students can sometimes be accommodated over the admission number if the student's chosen course is not full.

D Appeals

Any student refused the offer of a place has the right of appeal to an Independent Appeals Panel. Students who wish to appeal should contact the School Services team to request the correct appeal form. Appeal forms should be returned within 20 school days of the date the place was refused.

E False Information

Where an offer of a place has been made on the basis of fraudulent or intentionally misleading information, which has effectively denied a place to a student with a stronger claim, the offer of a place will be withdrawn.

F Late Applications

Late applications will be considered up to the end of the first full week of the Autumn Term 2016, where spaces are still available.

G Timetable for admission

| | |
|--------------------------------|--|
| November 2015- January 2016 | Students complete application |
| January 2016 – March 2016 | Application processed. |
| March 2016 | School accepts application, subject to Year 11 results and this is communicated to both students and parents |
| August 2016 | Year 11 results published |
| August 2016 | Admission confirmed or refused |
| September 2016 | Independent Appeals |

Students can apply up to the start of the courses but it is helpful to receive early applications as above.

H Contact details for correspondence

The Joseph Rowntree School
Haxby Road,
New Earswick,
York YO32 4BZ
01904 552100
joseph.rowntree@york.gov.uk
www.josephrowntreeschool.co.uk

City of York Council School Services
West Offices,
Station Rise,
York YO1 6GA
01904 551554
education@york.gov.uk
www.york.gov.uk/schools

ANNEX Z – Joseph Rowntree requested increase: statistical data

Predicted Y7 pupils within catchment

| | Actuals | | | | | Forecast - Based on Pupil Census Data | | | | | | Based on Actual Births | | |
|----------------------|-------------|-------------|-------------|-------------|-------------|---------------------------------------|-------------|-------------|-------------|-------------|-------------|------------------------|-------------|-------------|
| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Archbishop Holgates | 216 | 211 | 207 | 229 | 207 | 198 | 237 | 234 | 250 | 276 | 265 | 247 | 245 | 237 |
| Canon Lee | 258 | 216 | 221 | 197 | 234 | 222 | 242 | 231 | 230 | 246 | 239 | 247 | 246 | 210 |
| Fulford Secondary | 256 | 247 | 239 | 249 | 251 | 266 | 256 | 291 | 291 | 314 | 308 | 298 | 300 | 291 |
| Huntington Secondary | 205 | 174 | 166 | 178 | 184 | 230 | 204 | 216 | 206 | 204 | 210 | 210 | 204 | 189 |
| Joseph Rowntree | 213 | 219 | 198 | 201 | 243 | 228 | 243 | 260 | 253 | 245 | 259 | 269 | 259 | 272 |
| Millthorpe | 288 | 252 | 262 | 261 | 250 | 270 | 284 | 308 | 307 | 328 | 347 | 306 | 353 | 350 |
| York High | 392 | 387 | 388 | 381 | 387 | 400 | 412 | 416 | 462 | 467 | 449 | 495 | 502 | 513 |
| Total | 1828 | 1706 | 1681 | 1696 | 1756 | 1814 | 1878 | 1956 | 1998 | 2080 | 2077 | 2073 | 2108 | 2062 |

Predicted 1st preferences from within catchment

| | MAL | Actuals | | | | | Forecast - Based on Pupil Census Data | | | | | | Based on Actual Births | | |
|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------------------------------|-------------|-------------|-------------|-------------|-------------|------------------------|-------------|-------------|
| | | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Archbishop Holgates | 216 | 171 | 163 | 161 | 155 | 152 | 143 | 171 | 169 | 180 | 199 | 191 | 178 | 176 | 171 |
| Canon Lee | 190 | 143 | 114 | 112 | 107 | 100 | 106 | 115 | 110 | 109 | 117 | 114 | 117 | 117 | 100 |
| Fulford Secondary | 208 | 208 | 205 | 203 | 207 | 215 | 225 | 217 | 246 | 246 | 266 | 261 | 253 | 254 | 247 |
| Huntington Secondary | 239 | 189 | 159 | 156 | 162 | 172 | 213 | 189 | 201 | 191 | 189 | 195 | 195 | 189 | 175 |
| Joseph Rowntree | 220 | 140 | 144 | 124 | 148 | 169 | 159 | 169 | 181 | 176 | 171 | 181 | 187 | 180 | 190 |
| Millthorpe | 204 | 107 | 107 | 126 | 105 | 116 | 120 | 127 | 137 | 137 | 146 | 155 | 137 | 158 | 156 |
| York High | 180 | 118 | 135 | 130 | 148 | 139 | 146 | 150 | 152 | 168 | 170 | 164 | 181 | 183 | 187 |
| Total | 1457 | 1076 | 1027 | 1012 | 1032 | 1063 | 1112 | 1138 | 1196 | 1208 | 1258 | 1260 | 1248 | 1257 | 1225 |

Predicted numbers on roll for Huntington, Joseph Rowntree and Canon Lee

Model 1: Existing JORO PAN of 220

| HUNT | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
|------|------|------|------|------|------|------|
| 7 | 241 | 239 | 239 | 239 | 239 | 239 |
| 8 | 233 | 246 | 243 | 244 | 244 | 243 |
| 9 | 225 | 233 | 245 | 244 | 244 | 243 |
| 10 | 210 | 225 | 232 | 245 | 244 | 244 |
| 11 | 247 | 214 | 229 | 237 | 250 | 248 |
| | | | | | | |
| JORO | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
| 7 | 222 | 220 | 220 | 220 | 220 | 220 |
| 8 | 196 | 226 | 223 | 224 | 224 | 224 |
| 9 | 197 | 201 | 228 | 226 | 224 | 223 |
| 10 | 198 | 209 | 214 | 239 | 234 | 231 |
| 11 | 226 | 195 | 206 | 211 | 230 | 224 |
| | | | | | | |
| CLEE | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
| 7 | 111 | 140 | 143 | 174 | 160 | 180 |
| 8 | 104 | 107 | 136 | 138 | 168 | 155 |
| 9 | 113 | 104 | 110 | 139 | 144 | 175 |
| 10 | 118 | 113 | 104 | 114 | 145 | 151 |
| 11 | 137 | 115 | 110 | 102 | 117 | 148 |

Model 2: Requested JORO PAN of 230

| HUNT | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
|------|------|------|------|------|------|------|
| 7 | 241 | 239 | 239 | 239 | 239 | 239 |
| 8 | 233 | 246 | 243 | 244 | 244 | 243 |
| 9 | 225 | 233 | 245 | 244 | 244 | 243 |
| 10 | 210 | 225 | 232 | 245 | 244 | 244 |
| 11 | 247 | 214 | 229 | 237 | 250 | 248 |
| | | | | | | |
| JORO | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
| 7 | 222 | 230 | 230 | 230 | 230 | 230 |
| 8 | 196 | 226 | 234 | 234 | 234 | 234 |
| 9 | 197 | 201 | 228 | 236 | 234 | 233 |
| 10 | 198 | 209 | 214 | 239 | 245 | 242 |
| 11 | 226 | 195 | 206 | 211 | 230 | 235 |
| | | | | | | |
| CLEE | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
| 7 | 111 | 130 | 133 | 164 | 150 | 170 |
| 8 | 104 | 107 | 126 | 129 | 159 | 145 |
| 9 | 113 | 104 | 110 | 129 | 134 | 165 |
| 10 | 118 | 113 | 104 | 114 | 136 | 142 |
| 11 | 137 | 115 | 110 | 102 | 117 | 139 |