HEDINGHAM SCHOOL
AND SIXTH FORM

Admissions Policy

The published admission number for students in September 2019 is 196. Places will be allocated using the following criteria in the following order:

1. Looked After Children[1]
2. Children living in the priority admission area[3] with a sibling[2] attending the school
3. Other children living in the priority admission area[3]
4. Children living outside the priority admission area[3] with a sibling[2] attending the school
5. Remaining applications

In the event of oversubscription within any of the above criteria, priority will be determined by straight line distance from home to school, those living closest being given highest priority. will be determined by straight line distance from home to school, those living closest being given highest priority.

[1] A looked after child or previously looked after child is as defined in the School Admissions Code 2012.

[2] A sibling is defined as a child who has a brother, sister, stepbrother or stepsister living in the same family unit in the same family household and address as a child who attends the preferred school in any year group excluding the final year (Year 13). Biological siblings who attend the preferred school in any year group excluding the final year will also be treated as siblings irrespective of place of residence. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

[3] The priority admission area has no relevance to eligibility for home to school transport. Details of Essex County Council Transport Policy are available on the website: http://www.essex.gov.uk/Education-Schools/Travel-School

[4] Please refer to the Secondary Education booklet available on the website essex.gov.uk/admissions for further details on distance calculation, if required.

Years 8 – 11

For mid year applications, a mid year application form needs to be completed and returned directly to the School. A copy of the application form can be requested from:

The Headteacher
Hedingham School and Sixth Form
Yeldham Road
Sible Hedingham
Essex
CO9 3QH 01787 460470

Alternatively a form can be downloaded from the school's website:
http://www.hedingham.essex.sch.uk/sites/default/files/pdf/p_and_a_sidebar/Secondary%20Mid-Year%20Application%20Form.pdf

Full details of the mid year application process are provided on the website and in guidance with the mid year application form.

- An application for admission to these year groups will be refused if the intended year group of the applicant has already reached the published admission number.
- Parents/Carers will be asked if they would like their child's name to be added to a waiting list.
- In the event that places become available, applicants will be admitted according to the over subscription criteria.
- The waiting lists for the Years 7-11 will be dissolved at the end of each academic year.

Children with Education , Health and Care Plans that name a school in the statement are required to be admitted to the school that is named.

Admissions to Sixth Form

The school is proposing to admit 125 students each year to the Hedingham School Sixth Form, including external applicants. Admission to the Sixth Form will be by reference to qualification to a particular Sixth Form programme of study. The Sixth Form prospectus will publicise the range of programmes, the specific entrance requirements. In the event of oversubscription priority will be determined by straight line distance from home to school, those living closest being given highest priority.

Right of Appeal - Parents have the right of appeal against any refusals of a place, Year 7 or Mid Year. Information on how to appeal is available on the website essex.gov.uk/admissions