QUANTOCK
EDUCATION TRUST

Admissions Policy for Sexey's Boarding 2028-2029

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1. Introduction & Aims

The Quantock Education Trust (QET) is a caring, inclusive and ambitious family of schools working in partnership to provide the highest quality of education which values each child and focuses on developing character and academic potential. Each individual school fosters a culture of high expectation and standards across all areas. The Trust welcomes admission applications on behalf of any child. In accordance with the requirements of the 2021 School Admissions Code, the QET has developed and published these admissions arrangements to help explain the admission application process clearly and comprehensively so that parents and children are suitably informed when choosing and applying for a preferred school setting. Every admission application received will be administered in a fair and equitable way, in strict accordance with published policy and practice.

The Board of Trustees delegates to the Local Governance Committee (LGC) established in each school, the responsibility for operating the school waiting list and making decisions regarding in year admissions.

The 'day to day' management of school admissions is delegated to an Admissions Committee established within each school. If parents have specific requirements or need further help, they should contact the school or visit the school's website which provides a lot of useful information.

This policy aims to:

- Explain how to apply for a boarding place at Sexey's
- Set out the arrangements for allocating places to the students who apply
- Explain how to appeal against a decision not to offer your child a place

2. Legislation and statutory requirements

This policy is based on the following statutory guidance from the Department for Education (DfE):
School Admissions Code
School Admissions Appeals Code

We are required by our funding agreement to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

This policy complies with our funding agreement and articles of association.

3. How to apply

The Board of Trustees is the Admissions Authority for the Trust and is responsible for agreeing admission numbers for each of its schools for each of the years of admission. The published admission number (PAN) for each school is set out in this policy (see Section 7.1). The Board of Trustees delegates to the Admissions Committee/LGC established in each school, the responsibility for operating the school waiting list and making decisions regarding in year admissions.

Entry is normally made at Year 7 when the student is 11 years of age. Applicants for boarding places are considered in terms of their suitability to board and strictly against the published Over-subscription Criteria (OSC) which form part of the Sexey's Admissions Arrangements for 2028/29. All boarders will be interviewed only to establish their suitability for boarding. A report and an assessment of each student's

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suitability will be obtained from the Headteacher of their current school. The interview will take place following a discussion with parents. Assessment of suitability will be made from this evidence

For further details about the suitability to board criteria, please refer to Sexey's Suitability for Boarding Policy.

All applications for admission must be submitted directly to Sexey's School via the Online Application Portal.

4. Allocation of places

All students attending Sexey's are described as either full time boarders (staying in throughout the weekend as well as during the week), 'part time boarders' (3 pre-agreed nights of boarding each week during term time Monday to Thursday), 'weekly boarders' (staying 4 or 5 night - Monday to Thursday or Sunday to Thursday) or 'day students'.

4.1 Admission numbers

The Published Admission Number (PAN) for statutory age children for admission to Year 7 at the school in September 2028 is 120. This is the maximum number of places that can be provided at this point of entry and is split as 80 places for day students and 40 places for boarders.

4.2 Oversubscription criteria

Boarding Student Admissions Year 7 – 11

There will be a Boarding PAN of 40 students in Year 7

Boarding applications must be submitted directly to the school using the appropriate application form, which can be obtained on the school website or by request to the Admissions office.

Boarding places are available for:

- Full-time boarders
- Part-time boarders
- Weekly boarders

Suitability for a boarding place

As permitted by the School Admission Code, the school assesses an applicant's suitability for boarding and makes this assessment in advance of applying its oversubscription criteria.

The existence of a special educational need, disability, diagnosis, medical condition or Education, Health and Care Plan will not, in itself, mean that a child is unsuitable for boarding. Each application will be considered individually and in accordance with the Equality Act 2010, the Children and Families Act 2014, the SEND Code of Practice and the School Admissions Code. Where relevant, the school will consider reasonable adjustments, available support and the provision specified in an EHCP before deciding whether the child is suitable to board.

Part-time and Weekly Boarding Places

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Part-time boarding will be subject to availability.

- Applications must be submitted directly to the school using the appropriate application form.
- Current boarding terms and conditions will apply.
- The usual Boarding place deposit is applicable.
- Part time boarders will receive 3 pre-agreed nights of boarding each week during term time from Monday to Thursday.
- 4 night weekly boarders receive the nights from Monday to Thursday and 5 night weekly boarders receive the nights from Sunday to Thursday
- There is no requirement for the student to be present for all nights booked.
- Students admitted to the school on a part-time boarder basis in Year 7 can remain in school on these terms until Year 11 (yearly fees are subject to change, parents should consider that boarding fees are likely to increase each year in line with inflation).

Part-time Boarding Criteria

- Students must live within 20 miles of the school (using the LA's GIS straight line method) of the school where the distance from school is seen to be deemed ~~a~~ by the school to be a suitable daily commute and transport method is confirmed.
- Those that fall outside of this may choose the weekly boarding option.
- Should a student fail to maintain 95% attendance on their non-boarding days the school reserves the right to withdraw the Part-time boarding place under the unsuitable to board policy.

Lower School Over-subscription Criteria Years 7 – 11

These over-subscription criteria will be applied to boarding applications and places will be allocated up to the PAN for boarding.

All students who are first assessed as eligible and suitable for boarding will be ranked strictly against the following published over-subscription criteria up to the Published Admission Number.

Children with an EHCP which names Sexey's will automatically be given a place within the PAN (as long as they are deemed suitable for boarding) before any further places are allocated as follows:

Lower School Full Boarding Over-subscription Criteria Years 7 – 11

1. Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Children with a sibling attending the school as a boarder in the year of application.
3. Children of members of the UK Armed Forces.
4. Children with a recognised 'boarding need'.
5. All other children.

Lower School Part-time and Weekly Boarding Over-subscription Criteria Years 7 - 11

1. Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Children with a sibling attending the school as a boarder in the year of application.

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3. Children of members of the UK Armed Forces.
4. Children with a recognised 'boarding need'.
5. Children living furthest from the school as determined by straight line measurement should they qualify.

Sixth Form boarding places

Every Year 11 child already attending Sexey's School as a boarder will have a place in the Sixth Form, providing the minimum academic entrance requirements are met. They are required to submit an internal sixth form preferences form by the deadline set by the school.

Students attending Year 11 at an alternative school may apply for a place in the Sixth Form. Applications will be via the Application Portal.

In the first instance, a provisional offer of a Sixth Form place will be notified to applicants by 1st March in the year of entry, which will be confirmed when GCSE results are known.

Students not allocated a place in the Sixth Form will have the legal right of appeal against the decision to refuse a place.

Where there is a clear measurable local demand for a particular course, it will be possible to accept additional students who meet the minimum academic entrance requirements in accordance with the published Admissions Code.

Important notes

Boarding Need

Children with a 'boarding need' include:

- Children at risk or with an unstable home environment and children of service personnel who have died while serving or who have been discharged as a result of attributable injury; or
- Children of key workers and Crown Servants working abroad (e.g. the children of charity workers, people working for voluntary service organisations, diplomatic service or the European Union, teachers, law enforcement officers and medical staff working abroad) whose work dictates that they spend much of the year overseas; or
- Children of key workers and Crown Servants who can demonstrate high levels of mobility in this country or abroad; or
- Children of key workers and Crown Servants of key workers and Crown Servants who can demonstrate that shift work is a key element; or
- Children with parents in the private sector or self-employed who can demonstrate that shift work or long hours are key elements; or
- Children who live in rural isolation, where parents can demonstrate that a boarding environment would benefit the child's social development; or
- Children who live in an area, where parents can demonstrate that, the child is at risk of physical or emotional harm and where attending as a boarder at Sexey's would safeguard and promote the child's social development.

4.3 School Websites

- Sexey's Admissions: https://www.sexeys.somerset.sch.uk/reports_policies/admissions-policies/
- Sexey's Boarding: https://www.sexeys.somerset.sch.uk/boarding/

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4.4 Tie break

If there are not enough places to satisfy all the applications, priority will be given to those living furthest away from the school (straight line measurement) for full time, weekly or part time boarders. Distance is measured in a straight line by a Geographical information System (GIS) method from the geocoded point of the school site to the geocoded point of the student's home. Where two distances are equal and it is therefore not possible to differentiate between them, priority will be determined by drawing of lots supervised by someone independent of the school,

4.5 Siblings

For the purposes of Admissions, a sibling is defined as a child living at the same address as a half or full brother or sister, an adoptive brother or sister or children of the same household who, in any of these cases, will be living with them at the same address at the date of their entry to the school
Please see the information on shared residency arrangements which will apply if necessary in order to determine the sibling's permanent home address.

4.6 Parent or parent/carer

Natural parents, whether they are married or not, any person who, although not a natural parent, has parental responsibility for a child or young person. Any person who, although not a natural parent, has care of a child or young person (having care of a child or young person means that a person with whom the child lives and who looks after the chid, irrespective of what their relationship is with the child is considered to be a parent in education law). This includes all people who have parental responsibility for a child who fall under the definition of 'parent' as set out in Section 576 of the Education Act 1996.

4.7 Home Address

The home address is important as school places are allocated on the basis of the home address of each child. A child's home address is considered to be where the child spends the majority of their time with the person(s) who have care of the child.

Documentary evidence of ownership or rental agreement may be required, together with proof of actual permanent residence at the property concerned. Places cannot be allocated on the basis of intended future changes of address unless house moves have been confirmed through the exchange of contracts or the signing of a formal tenancy agreement from a letting agency. Please note private letting agreements may not be accepted as proof of residence. An address change due to a move to live with family or friends will not be considered until the move has taken place and suitable proof of residency has been obtained. Proof that a move from the previous address has taken place may also be required e.g. proof of exchange of contracts, a tenancy agreement showing the end date of the tenancy or a notice to quit from the landlord or repossession notice. The Local Governance Committee reserves the right to seek further documentary evidence to support your claim to residence which could include contacting the estate agent, solicitor landlord or relevant professional. A representative of the Local Governance Committee may carry out a home visit/s without prior notice to verify a student's home address.

It should also be noted that an address used for childcare arrangements cannot be used as a home address for the purpose of applying for a school place. A fraudulent claim to an address may lead to the withdrawal of the offer of a place.

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Where shared residence arrangements are in place and it is necessary to determine the home address, each parent may be required to write to the Local Governance Committee and inform them of the number of days each week the child spends with them. The Local Governance Committee may also ask for evidence of which parent/carer was in receipt of child benefit at the point of application. If the parent/carer is not in receipt of child benefit, the Local Governance Committee will ask for proof of the child's home address as held by the GP surgery at the point of application. If the child's home address cannot be verified the Local Governance Committee reserve the right to request further documentary evidence to support any claim of permanent home address.

5. Waiting List

Where there are more applications for boarding places than places available, a waiting list will operate.

Where a boarding place becomes available, it will be offered to a child on the waiting list, taking account of the availability and suitability of the boarding provision for the individual child.

6. Children of UK Service Personnel

The Local Governance Committee endeavour to ensure that their admission arrangements support the Government's commitment to removing disadvantage for service children. In year applications are usually considered for admission up to a maximum of half a term in advance of the place being taken up. An exception is made for children of UK service personnel with a confirmed posting to the area and Crown servants returning from overseas to live in the area where a place can be made available up to a year in advance of being required providing the appropriate documentation is provided as proof of posting (an official government letter (e.g. MOD, FCO or GCHQ) declaring a relocation date and intended posting.)

Usually, an in year place may be allocated prior to actual residency, only on receipt of exchange of contracts or a formal signed rental agreement. An exception is made for children of UK service personnel with a confirmed posting to the area and Crown servants returning from overseas to live in the area. This means that, providing the application is accompanied by an official government letter (e.g. MOD, FCO or GCHQ) declaring a relocation date and intended posting, the Local Governance Committee will process the application. If a home address is not available at this stage the Local Governance Committee will accept a unit postal address or quartering area address.

If the parent/carer is moving to the area as a result of leaving the armed forces, then no special consideration will be given to the application under the grounds of the application being made by a service family.

For further information, please refer to the DfE explanatory note on Admission of Children of Crown Servants;
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1060223/Admission_of_children_of_crown_servants_-_explanatory_note.pdf

7. Children from overseas

The Admission Authority will treat applications for children coming from overseas in accordance with Home Office rules for Foreign nationals.

This is the most recent guidance;

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https://www.gov.uk/guidance/schools-admissions-applications-from-overseaschildren

8. Monitoring arrangements

The Chair of the Board of Trustees and Trustees will establish a system for monitoring the application of the Admissions policy in each School and ensuring that it is being correctly applied. There will be an annual review of the implementation of this policy by the Board of Trustees to consider whether changes need to be made to the process or procedure whenever changes to admissions arrangements are proposed.

9. Useful Contact Details

	School	PAN	Website / Email
SEXEY'S SCHOOL	Sexey's School	80 day students, 40 boarding students	https://www.sexeys.somerset.sch.uk/ reception@sexeys.somerset.sch.uk

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