

### **Over-subscription criteria**

In the event of there being a greater demand for admission than there are places available, then children with a Statement of Special Needs naming Oasis Academy Skinner Street will always be admitted. Once places have been offered to these children, the following criteria will be applied in the order set out below:

- I. Looked after children (see note 2) and children who were looked after, but have ceased to be so because they were adopted or became subject to residence order or special guardianship order.
- II. Siblings; where there are siblings in attendance at the preferred Academy and who will still be on roll in the year of entry (see note 4). Sibling refers to brother or sister, half brother or sister, step-brother or sister or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling.
- III. Children (or parent) with exceptional medical or social needs (see note 3) that make it essential that they attend Oasis Academy Skinner Street rather than any other. These needs must be fully supported by written evidence from the appropriate professional person involved with the family.
- IV. Geography: children living closest to the Academy (see note 5) as measured by the shortest available walking route from the home address to the Academy. The home address is where the child spends the majority of the time and is living with the person who has parental responsibility and is the main 'carer' as defined in section 576 of the Education Act 1996 (documentary evidence may be requested). If a child regularly lives at more than one address the Academy will have to reach a conclusion about which should be counted as the main address when allocating places. This will normally be the address where the Child Benefit is paid and where the child is registered with a doctor.

In the event of over-subscription in any of the criteria above proximity of the child's home to the Academy, as measured by the shortest safe walking route, with those living nearer being accorded the higher priority, will be used to determine which children should be offered places. If the distance is identical then a random allocation in the presence of an independent person will take place. To determine distances the local authority's GIS (geographical information system) will be used.

### **All other admissions**

The In-Year Admission of pupils in years Reception to Year 6 inclusive will be administered by the Academy. The Academy will inform the Local Authority of any application and its outcome. The Academy participates in the Medway in year 'Fair Access Protocol.'

### **Appeals**

There are established arrangements for appeals against non-admission. Details are available from the Academy. It should be noted that, in the event of an unsuccessful appeal against non-admission to the Academy, the Academy does not consider any further application in the same Academy year (1st September – 31st August) unless there has been a change in circumstances. The Academy maintains a waiting list for those children who are not offered a place; the order of priority on the waiting list is the same as the list of criteria for over-subscription.

### **Review**

The Admissions Policy will be reviewed annually by the Oasis Academy Council.

### **Notes**

- 1) "Parent" is defined in law (The Education Act 1996) as either:

**Principal – Miss Kate Harper**

Skinner Street, Gillingham, Kent, ME7 1LG  
Tel: 01634 850213. Fax: 01634 580775

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- any person who has ‘parental responsibility’ (defined in the Children Act 1989) for the child or young person; or
- any person who has care of the child or young person.

If you are in any doubt, please contact the Academy for advice.

2) By a “looked-after child” we mean one in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. Adoption orders come under the terms of the Adoption and Children Act 2002, Section 46. A ‘residence order’ is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8). A ‘special guardianship order’ is one appointing one or more individuals to be a child’s special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, residence or special guardianship order).

3) When applying under criterion III (exceptional medical or social needs), you must include supporting evidence from an independent professional person who is aware of the situation and supports your reasons for preferring Oasis Academy Skinner Street. This supporting evidence must clearly demonstrate why the Academy is the most suitable and must illustrate the difficulties that would be caused if your child had to attend another Academy or school. The person supplying the evidence should be a doctor, health visitor, social worker, etc. who is aware of your child’s or your own case. The Academy reserves the right to ask for further evidence or clarification where necessary and may seek the advice of appropriate educational professionals where necessary.

4) By sibling we mean a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the Academy place is sought is living in the same family unit at the same address as that sibling.

5) By normal home address, we mean your child’s home address. This is your child’s permanent address at the time you make your application for a place. It is where you and your child live. We regard a child’s home address to be where he or she spends the majority of the Academy week (Monday to Friday, including nights). We may ask to see official documentation, such as a child benefit book or medical card if there are reasons why a child does not live at his or her parents’ address. For example, if he or she is resident with a grandparent, you need to tell us this on the application form. If you do not declare any arrangements like this or use a relative’s address for your application, we may consider that you have made a false declaration and withdraw the offer of a place. Childcare arrangements are **not** sufficient reason for listing another address however childcare provision in location may be taken into consideration. The Academy reserves the right to check the validity of any address given, by asking for evidence such as inclusion on the Electoral Roll, or a recent utilities bill confirming your name and address. If you are not sure whether or not you live in the ward of Gillingham, you can ask the Academy to check this for you and you will receive a written response. If you are moving into the catchment area, we will ask for evidence of your move, before considering any application for a place. We need to know that you will be resident in the catchment area on 1st September 2018. If you move later, we will still need evidence before considering an application. Typical evidence is a letter from your solicitor confirming that you have a legally binding agreement to buy the house or a formal lease agreement.

**For further information, in the first instance, please contact the Admission Secretary at the Academy. Contact details are as follows:**  
**Oasis Academy Skinner Street**  
**Telephone: 01634 850213**  
**E-mail office: [office@oasis Skinner Street.org](mailto:office@oasis Skinner Street.org)**

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