



## **Admission Arrangements for Hackney New School Entry in 2017**

<b>Date</b>	<b>Amendment</b>	<b>Made by</b>
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## Definitions

In this document the following words and expressions (unless the context requires otherwise) have the following meanings:

Hackney New School – Throughout this document the term ‘HNS’ refers solely to Hackney New School acting as its own admission authority.

Hackney Learning Trust – ‘Hackney Learning Trust’ may also be referred to as ‘The Learning Trust’ or ‘HLT’ both names refer to the department within Hackney Council that co-ordinates admission to all secondary schools in Hackney as part of the pan-London agreement.

Siblings - Brothers and sisters living at the same address as the child for whom the application is being made. This includes half brothers and sisters, step brothers and sisters who live at the same address.

Geographic Information System - The Geographic Information System (GIS) refers to the computer software by which straight-line distance measurements are calculated from Hackney New School’s front gate to the to the mid-centrum point of the property footprint of the child’s home. The address of this front gate is 317-319 Kingsland Road, Hackney E8 4DL.

CAT test – The Cognitive Abilities Test 3 produced by GL assessments comprising a verbal, non-verbal and quantitative aspect.

CAT score – The mean result attained by an individual pupil on the CAT test.

Band – The ability group into which an applicant is placed on the basis of their CAT score.



## 1. Introduction

HNS is a state-funded, co-educational, mainstream school. The Published Admissions Number (“PAN”) for HNS in 2017/18 is 100 students in Year 7.

### How HNS Admissions Policies support our Education Vision

We have developed the admissions policies for HNS in order to facilitate the delivery of our education vision. We believe this will be achieved as a result of the following factors:-

1. a) Our policy to select up to 10% of our students by musical aptitude reinforces HNS’ position as a centre of excellence in music & performance.
2. b) As a result of banded admissions there will be a relatively even spread of pupils with different levels of educational attainment and ability at the school.
3. c) Smaller class sizes in a smaller school will help to maintain a feeling of home from home and manage personal learning pathways

Our admissions policy will comply with all elements of the Schools Admissions Code and admit children from the local area with a range of abilities and aptitudes.

## 2. Process for applications Admissions Process

HNS is part of the pan-London admissions process, coordinated by Hackney Learning Trust. Places at HNS will be offered via the eAdmissions form. HNS will appear in Hackney Secondary Schools Guide and its own marketing activities and prospectus.

### Timetable

HNS will take part in HLT’s co-ordinated admissions scheme and will therefore use the following approximate timetable for its annual admissions process:

As agreed with Hackney Learning Trust for 2016 intake	
Date	Event
7 October 2016	Deadline to notify HNS of desire to apply for Music Aptitude testing at <a href="http://hackneynewschool.org">hackneynewschool.org</a>
15 October 2016	Music Aptitude Test Date
31 October 2016	First-round of admissions to HNS close
10 October 2016	HNS sends letters to parents inviting the child to musical aptitude test
Dates TBC	Testing of students for the purpose of banding
1 March 2016	HLT sends offer letters to parents



### **3. Admission by band**

Our aim is to ensure that HNS' intake of pupils includes an appropriate spread of children of different abilities. HNS will apply the following banding policies:

1. Children with a statement of special educational needs or Educational Health & Care Plan that names HNS will be admitted.
2. Children will be allocated into one of four groups depending on their performance in the CAT test.
3. Up to 10 children showing outstanding musical aptitude will then be selected into each band (under paragraph 4 below)
4. Any excess applications in each band will be dealt with in accordance with the oversubscription policies set out below.
5. In the event that there are fewer than 25% of applicants in any one band (i.e. 25 minus those places already allocated to SEN and music specialist students), applicants will be chosen from the bands above and below in equal measure where this is possible.

### **4. Selection by musical aptitude**

HNS will select up to 10% of its Year 7 intake on the basis of musical aptitude. In November, HNS will run sessions to assess those children who have applied for consideration as musically talented pupils.

Parents must notify the school of their intention to apply under this criteria via the webform at:

[hackneynewschool.org/admissions](http://hackneynewschool.org/admissions) before 7 October. All applicants will be examined on 15 October at HNS.

Children selected for outstanding musical aptitude will be selected regardless of CAT results i.e. there is no restriction on the number of these children in any one band.



## 5. Oversubscription and Tie break Criteria

The following pupils will be admitted to the school:

1. Pupils with a statement of special educational needs or Educational Health & Care Plan that names HNS;
2. Pupils who have shown musical aptitude to the level required under the test (i.e. regardless of the band they are in based on their CAT test).

Any remaining pupils will be allocated within each band as follows:-

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.<sup>1</sup>
2. Children of the founding members of the HNS trust (which will not apply before 2018 and in total will not make up more than 1% of the full school cohort).
3. Children with a social or medical need. In order to be considered under this criterion applicants must produce a supporting report from either a Senior Social Worker or medical practitioner setting out why HNS is the only appropriate school for this student.
4. Siblings of children at Hackney New School.
5. Siblings of children at Hackney New Primary School.
6. Pupils living nearest to the gates of the school on Kingsland Road as measured in a straight line using a GIS computerised batch distance measuring system.

<sup>1</sup> Previously looked after children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship orders) (see the definition in Section 22(1) of the Children



In the event of a tie-break between two or more applications after applying the first 5 over-subscription criteria, the Admissions Authority will prioritise according to Criterion 6, i.e. distance to the school. For the purpose of calculating distances, the address is identified by using the property geographical references as determined by the borough Council in which the child lives. In the case of a number of addresses being equidistant from the school the children's ranking will be determined by random allocation administered by an independent person from HLT.

If you are applying for places for twins, or children from a multiple birth, and there is only one place available at the school, the school will use tie-break criteria to determine whether the siblings or other applicants get the final places.

In the case of under-subscription in one band, applicants will be taken equally from the bands either side where possible, according to the criteria above.

## **6. Deferral based on compulsory school age**

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents should follow the same application process in this case.

Parents must make such requests in writing to the school before 31 May 2017. HNS, like all state schools cannot refuse requests for deferral of entry even if requests are made after this date.

## **7. Waiting Lists and In-year applications**

The first round of admissions will close on 31 October. Any unsuccessful applicants will be offered the opportunity to be placed on a waiting list. The waiting list will be maintained for one year (thus including in-year applicants) in order of the

over-subscription criteria set out above and not in the order in which applications are received or added to the list. CAT and Music Aptitude tests will not be run again for these students. Primary school reports for Key Stage 2 progress will be used to assess banding; music places will not be available after 31 October.

## **8. Undersubscriptions**

If fewer applications than the PAN are received, all children who apply to HNS will be offered a place. Pupils will still take their banding test (CAT) and also the musical aptitude test if this has been requested by parents.

## **9. Appeals Process**

Parents will have the right to appeal to an Independent Admissions Appeals Panel ("IAAP") against the admission decision to refuse a place at HNS. The IAAP will consist of three members, including a chairman. Appeals by parents must be in writing setting out the grounds for the appeal. The appeals form will be made available on the HNS website from March 2016. Completed appeal forms must be sent to: Hackney New School Applications-Appeals, c/o HNS, 317-319 Kingsland Road, E8 4DL. All appeals received will be organised within 40 school days. Any appeals received after 31 May 2016 may not get heard until the following term.