

# NORTH LIVERPOOL ACADEMY

## Admissions Policy

**Admissions 2022**

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<b>Author:</b>	EV
<b>Position of Author:</b>	Principal
<b>Approved by:</b>	Governing Body
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<b>Status:</b>	North Liverpool Academy specific policy

## 1. INFORMATION ABOUT THE ACADEMY

THE NORTH LIVERPOOL ACADEMY (Mixed) ADMISSIONS POLICY 2022  
Heyworth Street, Liverpool, L5 0SQ Tel: 260 4044  
Email : [admin@northliverpoolacademy.co.uk](mailto:admin@northliverpoolacademy.co.uk)

Executive Principal: Mr P Lloyd  
Acting Principal: Ms E Vernon

Admission Number - 230 Pupils (Yr 7) -100 Students (Yr 12)

The admission number in higher year groups are as follows:-

Year 11- 270 students, Year 10 - 230 students, Year 9 - 230 students, Year 8 - 230 students.

## 2. PROCESS OF APPLICATION

Applications for Year 7 places at the North Liverpool Academy (NLA) will be made on the NLA application form. This form obtained can be obtained from:

- NLA
- Completed on line (application forms on school web site)
- From your primary school

The completed NLA form to be returned to NLA by 31<sup>st</sup> October 2021

You must also complete the Preference Form supplied by Liverpool Children and Young People's Services or your home local authority. If North Liverpool Academy is your 1<sup>st</sup> choice it must also be listed as your 1<sup>st</sup> choice on the preference form. The local authority preference form to be completed by 31<sup>st</sup> October 2021

NLA will consider all applications for places. Where fewer than 230 applications are received, NLA will offer places to all those who have applied.

For KS5 NLA will publish specific criteria in relation to minimum academic course entrance requirements and minimum attendance requirements for admission or transfer to the NLA sixth form.

Both internal and external applicants wishing to enter the sixth form will be expected to have met the minimum academic course entry requirements.

If either internal or external applicants fail to meet the minimum course entry requirements they will be given the option of pursuing an alternative course for which they do meet the minimum academic course entry requirements at NLA.

If the sixth form is undersubscribed, all applicants meeting the minimum academic course entry requirements and attendance requirements may be admitted.

The first date for offers for Key Stage 5 applications will be the 31 October 2021.

Origination	Authorised by	Issue No.	Page 2 of 6	Date
EV	Governing Body	1		Dec 2020

### 3. PROCEDURES WHERE THE NLA IS OVERSUBSCRIBED.

Places will be allocated on the basis of fair banding in line with the Department for Education. All applicants naming NLA on their Preference Form must also complete the Academy's application form. All applicants will take a non-verbal reasoning assessment to be administered by the National Foundation for Educational Research.

The outcome of the test will be used to place applicants in the appropriate Band. It is very important that applicants take the assessment test. This is because applicants who do not sit the assessment test will be considered after applicants who sat the assessment test.

### 4. OTHER INFORMATION

In all Key Stages Children with an Education Health and Care Plan are admitted as a result of the academy being named in the Education Health and Care Plan and they are counted against the number of places available.

Each intake of NLA will be representative of the ability profile of the applicants on the basis of a fair banding process. To achieve this NLA will admit the required number from each of the five ability bands based on the following percentage guidelines:

Numbers in each band

Band 1 20% 46 pupils  
Band 2 20% 46 pupils  
Band 3 20% 46 pupils  
Band 4 20% 46 pupils  
Band 5 20% 46 pupils

Total 230 pupils

The percentage shown represents the percentage of applicants that will be allocated to each band and the percentage of places that will be allocated in each band. Within each band places will be allocated in the following order:

- 1) (i) Children in public care 'Looked After Children'  
(ii) Children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
- 2) Children with exceptional Medical or Social Need
- 3) Students whose brothers or sisters attend NLA in September 2021
- 4) Children of staff in either or both of the following circumstances:
  - (i) Where the member of staff has been employed at the school for two or more years at the time at which the application is made.
  - (ii) Where a member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Origination	Authorised by	Issue No.	Page 3 of 6	Date
EV	Governing Body	1		Dec 2020

5) Students living closest to NLA. The distance will be measured by straight line distance between the child's permanent home address and the North Liverpool Academy using the local authority's computerised measuring system.

Where priority cannot be determined at (5) on account of the prospective pupils living identical distances from NLA priority will be determined through the process of independently verified random allocation. This includes where perspective pupils live in the same block of flats or are twins/triplets or other multiple birth.

Applicants who do not sit the assessment tests will be considered after applicants who took the test. If places are available after all applicants who sat the assessment tests have been allocated places they will be offered in the following order:

- 1) Children in public care 'Looked After Children'
- 2) Children with exceptional Medical or Social Need
- 3) Children whose brothers or sisters attend NLA in September 2021
- 4) Children of staff working at the school
- 5) Children living closest to NLA. The distance will be measured by straight line distance between the child's permanent home address and the main entrance to the Academy in Heyworth Street using the local authority's computerised measuring system.

Again where priority cannot be determined at (5) on account of the prospective pupils living identical distances from NLA priority will be determined through the process of independently verified random allocation. This includes where perspective pupils live in the same block of flats or are twins/triplets or other multiple birth.

Where the number of applications for admission in the sixth form is greater than the published admission number applications will be considered against the criteria set out below in priority order

- 1) Children in public care 'Looked After Children'
- 2) Children with exceptional Medical or Social Need
- 3) Children who are transferring from NLA KS4
- 4) Children whose brothers or sisters attend NLA in September 2021
- 5) Children of staff working at the school
- 6) Children living closest to NLA. The distance will be measured by straight line distance between the child's permanent home address and the main entrance to the Academy in Heyworth Street using the local authority's computerised measuring system.

Again where priority cannot be determined at (6) on account of the prospective pupils living identical distances from NLA priority will be determined through the process of independently verified random allocation. This includes where perspective pupils live in the same block of flats or are twins/triplets or other multiple birth.

Origination	Authorised by	Issue No.	Page 4 of 6	Date
<b>EV</b>	Governing Body	<b>1</b>		<b>Dec 2020</b>

## Definitions

Looked After Children in the care of the local authority and children who were previously looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

Children with exceptional Medical or Social Need means that the child's welfare would be best served if they attended the school. Parents would need to provide evidence in the form of a letter or report from a social worker or other professional in the area of children's welfare to support their case. They would have to establish that the school was the best / only school to service their child's needs.

Siblings: Brothers and sisters includes foster brothers or sisters, half brothers or sisters and step-brothers or sisters living at the same address and as a family unit. Children from multiple births (e.g. twins, triplets etc.) are not covered by this.

Distance to NLA is measured by straight line distance from the child's permanent home address (including flats and apartments) to the main entrance to the school in Heyworth Street. Direct distance routine calculates the straight line distance between the child's permanent home address coordinates and the school address coordinates by using the mathematical routine Pythagoras Theorem based on the Local Land and Property Gazetteer (LLPG) data and national grid coordinates for the school and the permanent home address.

## Allocating vacant places in bands

If there are places available in a band after all other applicants for the band have been admitted applicants will be admitted from the bands above and below. The first place will be allocated to a child from a higher band, the second from the lower band, the third from the higher band, and the fourth from the lower band and so on until the places have been filled. In Band 1 it will be the band below and in Band 5 it will be the higher band.

## Applications after the closing date

The NLA preference form to be received by 31<sup>st</sup> October 2021. Any preference forms received after this date but before the first round of assessment tests in November will be considered but only if there is a valid reason for the application being late e.g. change of address, change in medical condition, exceptional social reasons.

The Local Authority Preference forms to be received via Liverpool Children and Young People's Services by 31<sup>st</sup> October 2021 any preference forms received after this date but before the second round of assessment tests takes place in December will be considered but only if there is a valid reason for the application being received late e.g. change of address; change in medical condition exceptional social reasons.

Late applications without a valid reason will only be considered if there is a vacancy. They may be requested to sit the assessment and be placed on the waiting list.

Origination	Authorised by	Issue No.	Page 5 of 6	Date
EV	Governing Body	1		Dec 2020

## Operation of waiting lists

NLA will operate a waiting list. Where in any year the NLA receives more applications for places than there are places available, a waiting list will operate. This will be maintained by the NLA and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. This will involve the student taking the test in order to identify the correct band.

Students' positions on the waiting list will be determined in accordance with the oversubscription criteria set out above. Where places become vacant they will be allocated to students on the waiting list, in accordance with the over-subscription criteria if places become vacant in some bands and there is no student on the waiting list in that band, they will be filled by children falling into the next nearest bands higher and lower alternately in that order.

The waiting list will be maintained until 31 December 2022

## Appeals

NLA will act in accordance with, and will ensure that an Independent Appeal Panel is trained to act in accordance with, all relevant provisions of School Admissions Code published by the Department for Education ('the codes') as they apply at any given time to maintained schools and with equalities law and the law on admissions as they apply to maintained schools. For this purpose, reference in the Codes or legislation to 'admission authorities' shall be deemed to be references to the governing body of NLA.

Parents may submit an appeal to the independent appeal panel for unsuccessful applications. For KS5 applications both the parent and pupil have a separate right of appeal.

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Origination	Authorised by	Issue No.	Page 6 of 6	Date
<b>EV</b>	Governing Body	<b>1</b>		<b>Dec 2020</b>