



## Roundwood Park School - Admission Arrangements for 2016/2017

Roundwood Park is a co-educational, all-ability school for children aged 11-18.

The school will have a published admission number for Year 7 of 196.

The funding agreement, signed by the Academy Trust and the Secretary of State, requires the Academy to admit a child with a statement of special educational needs that names the school. Schools must also admit children with an EHC (Education, Health and Care) Plan that names the school.

**Rule 1** Children in public care (children looked after) and children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or a special guardianship order).

**Rule 2** Medical or social needs: Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.

*A panel of officers will determine whether the evidence provided is sufficiently compelling to meet the requirements of this rule. The evidence must relate specifically to this school and must clearly demonstrate why it is the only school that can meet the child's needs.*

**Rule 3** Sibling: Children who have a sibling at the school at the time of application, unless the sibling is in the last year of the normal age range of the school. Note: the 'normal age range' is the designated range for which the school provides, for example Years 7 to 11 in a 11-16 secondary school, Years 7 to 13 in a 11-18 school.

**Rule 4** Children of staff: The school will admit a child of a member of staff provided that the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage. To be eligible under this rule, the staff member must be the child's natural parent or otherwise have parental responsibility (as defined under the Children Act 1989) for the child.

For the purposes of satisfying these criteria, a member of staff is defined as a permanent member of the staff. This definition does not include contract staff or peripatetic staff employed by HCC.

**Rule 5** Children who live in the priority area and for whom it is their nearest Hertfordshire maintained school or academy that is non-faith, co-educational and non-partially selective. Note: Non-partially selective means that the school does not offer any places based on academic ability.

**Rule 6** Children who live in the priority area who live nearest to the school.

**Rule 7** Children living outside the priority area on the basis of distance, with those living nearest to the school given priority.

These rules are applied in the order they are printed above. If more children qualify under a particular rule than there are places available, a tiebreak will be used by applying the next rule to those children. Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.

### Priority Areas

The co-educational priority areas in the admission rules are based on the following towns, parishes/unparished areas. These apply to Rules 5 and 6.

|                        |                                 |  |   |
|------------------------|---------------------------------|--|---|
| <b>Priority Area 7</b> | <b>Harpenden and St. Albans</b> | Ayot St. Lawrence, Colney Heath, Flamstead, Harpenden, Harpenden Rural, Kimpton, King's Walden, London Colney, Markyate, Redbourn, Ridge, Sandridge, St. Michael, St. Pauls Walden, St. Stephens, St. Albans, Shenley, Wheathampstead. | Beaumont Roundwood Park<br>Samuel Ryder Sandringham<br>Sir John Lawes |
|------------------------|---------------------------------|--|---|

Roundwood Park School will use the same definitions and measuring system as outlined in Hertfordshire County Council's admissions literature, "Moving On".

### In Year Admissions

The school will remain part of the County Council's co-ordinated In Year admissions scheme. Application forms can be accessed via [www.hertsdirect.org/admissions](http://www.hertsdirect.org/admissions) or from the Customer Service Centre on 0300 123 4043. Parents should return the application form direct to the County Council (address on the form).

### Fair Access

The school participates in the County Council's Fair Access protocol and will admit children under this protocol before children on continuing interest.

### Sixth Form arrangements

The school will admit up to 40 external students to its Sixth Form.

Minimum entry requirements are as set out in our Sixth Form prospectus.

If the school is oversubscribed, priority will first be given to:

Children looked after or previously looked after  
Secondary transfer rules then apply

## **Appeals**

Hertfordshire parents wishing to appeal who applied on line should log into their online application and click on the link 'register an appeal'. If you did not apply using Hertfordshire's on line application system please contact the Customer Service Centre on 0300 123 4043 to request an appeal pack.

For in-year applications - parents wishing to appeal should contact the school directly in the first instance.