



Glenmoor & Winton Academies

High Achievement – High Standards

Part of United Learning

GLENMOOR ACADEMY ADMISSIONS POLICY 2025-2026

The published admission number is 180.

Glenmoor is an Academy for girls run by the Academy sponsor United Learning.

The Governors are responsible for the admission of students to the Academy. For entry into Year 7 the admissions application and offer process will be coordinated by Bournemouth, Christchurch & Poole Admissions Services. The Academy will be allowing children who were born between 01 September and 31 August (summer born children) and started reception aged 5, to start year 7 at the same time as those with whom they have progressed through primary school.

All students are admitted without reference to ability or aptitude.

Places will be allocated at Glenmoor Academy in the following order of category:

- **Category 1** – Children who are ‘Looked After’ by a Local Authority, or a child who was previously looked after but immediately following being looked after were subject to an adoption, residency order or special guardianship order (SGO) (see notes 1 and 2)
- **Category 2** – Children with an older brother or sister currently attending Glenmoor or Winton Academies in one of Years 7 to 10 and who will continue to do so in one of Years 8 to 11 on the point of admission into the Academy. See below for explanation of the term brother/sister (note 3)
- **Category 3** – Children of permanent staff currently employed by Glenmoor & Winton Academies who have either:
 - a) Worked at the Academies for two or more years at the time at which the application for admission to the school is made; or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
- **Category 4** – Distance from the applicant’s home address to the Academy (see notes 4 & 5). The distance measurement will be calculated using a Geographical Information System in a straight line from the Academy to the applicant’s home in accordance with the definition below. The applicants will be ranked nearest to furthest (see note 6).

The Academy will apply the above criteria to applicants subject to the following exceptions:

- (i) Where a child has an Education Health Care Plan (EHCP) and for whom there is a legal requirement to admit to the Academy as it is named in the EHCP
- (ii) Where an applicant is seeking admission for the September entry of the Academy entry year, applications received before the closing date will initially be given priority over those received after the closing date. Under exceptional circumstances a late application may be considered as received on time. Exceptional circumstances could be illness involving hospitalisation or a bereavement, however, each case will be considered on its individual merits by the local governing body
- (iii) When considering twins, triplets or other multiple birth places, where the final place available was offered to a twin, triplet or multiple birth, a place will be offered above the published admission number to the other twin, triplet or multiple birth children whose twin, triplet or multiple birth was offered a place within the admission number

Admission Criteria – Notes

- 1 A “Looked After Child” means any child who is in the care of a Local Authority in accordance with Section 22 (1) of the Children Act 1989. A child who was “previously a Looked After Child” means a child who after being Looked After became subject to an Adoption Order under the Adoption Act 1976 or under Section 46 of the Adoption and Children Act 2002, a Residence Order or Child Arrangement Order under Section 8 of the Children Act 1989 or Special Guardianship Order under Section 14A of the Children Act 1989. Applicants can be asked to provide additional evidence in order to verify the previously looked after status of a child. It is at the discretion of the Academy Trust what evidence is required. The final decision will be made by the Academy Trust. If any information supplied by an applicant is judged by the Academy Trust to be fraudulent or intentionally misleading, the Academy Trust may refuse to offer a place, or if already offered, may withdraw the offer.
- 2 A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applicants can be asked to provide additional evidence in order to verify the previously looked after status of a child. It is at the discretion of the Academy Trust what evidence is required. The final decision will be made by the Academy Trust. If any information supplied by an applicant is judged by the Academy Trust to be fraudulent or intentionally misleading, the Academy Trust may refuse to offer a place, or if already offered, may withdraw the offer.

3 Brother or sisters are defined as:

- Half or full brother / sister
- Adoptive brother / sister
- The children of parents who are married or cohabiting

In each case the brother/sister must be:

- Living in the same family unit at the same address
AND
- Attending the Academies in Year 8-11 at the point of admission in September.

If the sibling is in Year 11 and will be leaving the Academy at the point of the Year 7 admission to the Academy in September, then we will categorise your New Year 7 Cohort application by distance, not as a sibling.

For in-year applications, having a sibling in attendance will not guarantee a place, however, it will put your child in a higher position on the waiting list than those sorted by distance.

- 4 The home address where a child lives is considered to be a residential property that is the child's main or only address during term time. Applicants can be asked to provide additional evidence in order to verify addresses and/or other details provided. It is at the discretion of the Academy Trust what evidence is required (evidence may include, but is not limited to, Child Benefit, GP registration, evidence of home ownership/tenancy etc). The final decision on the home address of a child will be made by the Academy Trust. If any information supplied by an applicant is judged by the Academy Trust to be fraudulent or intentionally misleading, the Academy Trust may refuse to offer a place, or if already offered, may withdraw the offer.

Please Note: If the address stated on the application form submitted by 31 October 2023 changes on or prior to 01 March 2024, it is the applicant's responsibility to inform both the Academy and Bournemouth, Christchurch & Poole's Admission Team.

- 5 Applications from separated Parents/Carers: Only one application can be considered for each child. Where parents/carers are separated, it is essential that agreement be reached by both parties concerning the nominated preferred school. Where a child spends part of their week with one parent and part with the other, only one address can be used. This must be the address at which the child spends most of their time during term time at the point of application. Applicants can be asked to provide additional evidence in order to verify addresses and/or other details provided. It is at the discretion of the Academy Trust what evidence is required (evidence may include, but is not limited to, Child Benefit, GP registration, evidence of home ownership/tenancy etc). The final decision on the home address of a child will be made by the Academy Trust. If any information supplied by an applicant is judged by the Academy Trust to be fraudulent or intentionally misleading, the Academy Trust may refuse to offer a place, or if already offered, may withdraw the offer.

- 6 In the case of oversubscription in categories 1-4, priority will be given to children who live closest to the Academy as measured by the straight-line distance calculated by a Geographical Information System (GIS) in use at the time of allocation (the system at the time of setting the policy takes the measurement between the address mapping points of the Academy and the applicant's home). If distances are equal, as calculated by the GIS system, for example a block of dwellings with the same front entrance, a random allocation system will be used to determine the allocation. Details of this process are outlined below under 'Final tie-break allocation process'.

Waiting Lists

The Academy operates a formal waiting list for those refused a place. Subject to note 6, the waiting list is ranked according to the over-subscription criteria. Any places that do become available, if not required for a child with an Education Health Care Plan or one who is required to be admitted through an In-year Fair Access Protocol (see below), are allocated in accordance with these criteria. The waiting list does not give priority either to those that have been on the list longest or to those that applied after the closing date. The Governors will review the waiting list regularly and all parents/carers will be asked to reaffirm their intention to remain on the waiting list at the end of each academic year.

Coordination between Admission Authorities

In accordance with the law and the agreed schemes the offer of places at the main points of entry at the primary and secondary level will be coordinated by the Academy Trust between all those who decide upon admissions to schools (admission authorities) in Bournemouth, Christchurch & Poole.

Schools in Bournemouth, together with Bournemouth, Christchurch and Poole Council operate an In-Year Fair Access Protocol in accordance with the Code on Academy Admissions. This is reviewed by the Admissions Forum on a regular basis. A single application form in accordance with the coordinated scheme will be used for all applications for in-year admissions.

Final Tie-Break Allocation Process

If there are insufficient places to accommodate all applicants and after using all category criteria, applicants for the final place(s) cannot be split, the remaining place(s) will be allocated using a random allocation process. The process will be electronically administered through the Multi Academy Trust (United Learning) IT system in use at this time and ratified by the governing body.

Academy Admission Appeals

Parents have the right to appeal the decision regarding admission of their child under the Schools Admission Appeals Code.

The Governors will not consider repeat appeals by the same applicant for the same Academy in the same academic year unless in exceptional circumstances. Please note, in the past the Academy has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or school but still refused admission. The final decision as to whether the material changes warrant a fresh appeal will be determined by the Governors of the Academy.

Appellants may apply for a place in the same school in respect of a later academic year and have a further right of appeal if that application is unsuccessful.

Withdrawal of an offer of a place

The Governors may withdraw an offer of an Academy place where:

- A parent/primary carer fails to respond to an offer within a reasonable timescale
- The place was offered on the basis of a fraudulent or misleading application
- A place was offered by the Academy Trust, not the Admission Authority, in error

Monitoring and Review

This policy has been made in accordance with the most recent legislation (The Equality Act 2010; The School Admissions Code 2014; and The School Admissions Appeals Code 2012). This policy will be administered fairly and impartially. The decision to admit, or otherwise, is the sole responsibility of The Governing Body.

Policy ratified by Governors: November 2023