

London Academy

Admissions Policy

1.0 Introduction

1.1 This document sets out the admission arrangements for London Academy.

2.0 Admission Arrangements

2.1 The admission arrangements for London Academy for the year 2026/27 and, subject to any changed approved by the Secretary of State, for subsequent years are:

- a) London Academy has the agreed published admission number of 30 students in reception class.
- b) London Academy has an agreed published admission number of 210 students in Year 7. Only 150 (depending on the number in the relevant primary year group) places will be available for external students. 60 places will be available for students already enrolled in the primary phase. If fewer than 60 students transfer, the additional places will be offered to external students.

3.0 Process of application

3.1 London Academy will be part of London Borough of Barnet's co-ordinated admissions scheme, including having the same timetable for applications and date for the notification of places awarded.

3.2 Application for school admission from Barnet residents must be made online via The London Borough of Barnet at www.eadmissions.org.uk

3.3 Non-Barnet residents should visit their home authority's website for information about how to apply.

4.0 Consideration for applications

4.1 London Academy will consider all applications for places. If London Academy receives fewer applications than the agreed admission number, it will offer places to all those who have applied.

4.2 Because London Academy is an all-through school, the parents of children already on roll in Y6 at the school are not required to submit an application for their children to remain on roll and move into year 7 within the school. They have a guaranteed place, and their child's transition is automatic

- 4.3 The admission of students with a statement of special educational needs or an Education, Health and Care Plan (EHCP) is dealt with by separate process by the SEN team in your home local authority.

- 4.4 Any application received after the statutory deadline will be treated as a late application. Late applications are not dealt with until all on time applications have been considered.
- 4.5 Applications received after the notification date (after places are offered) will be added to the Academy's waiting list in admission criteria order.
- 4.6 The Governing Body has a duty to take reasonable care to ensure that the information given on applications is correct and that the places are allocated fairly. If the school discovers that a fraudulent or misleading application has been made, any offer may be withdrawn.
- 4.7 The school is committed to taking its fair share of vulnerable children who are hard to place, in accordance with locally agreed protocols (Fair Access Panel). These students will be shared between schools in ways that are fair, objective and transparent. Accordingly, outside the normal round of admissions, the Governing Body are empowered to give absolute priority to a child where admission is requested under any local protocol even when admitting such a child would exceed the normal admission number.

5.0 Arrangements for admission to post 16 provision

- 5.1 London Academy expects that the great majority of its Sixth Form will comprise of students transferring from Year 11 at London Academy. Places will therefore be allocated to students of London Academy first.
- 5.2 All students must submit an application for the Sixth Form by the published date and any offers are conditional upon the results of relevant public examinations and subject/course availability.
- 5.3 Where the Academy is oversubscribed, priority will be given in accordance to our procedures set out in Section 6.0.
- 5.4 The minimum entry requirements for applicants will be:
 - a) For all Advanced Level courses the entry requirement will be a minimum of five separate GCSE grades 9- 4 in the subjects chosen or other relevant subjects.
 - b) For Level 2 courses the entry requirement will be an average of grade 3 at GCSE.
- 5.5 London Academy will publish specific criteria in relation to minimum entrance requirements for the wide range of courses available post 16. The detailed information will be contained in the Post-16 booklet published annually.

The admission limit for Year 12, subject to student course combination choices, will be 250 in 2026/27.

6.0 Procedures where London Academy is oversubscribed

- 6.1 If the Academy is oversubscribed after the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care Plan where the Academy is named in the Statement or Plan, priority for admission will be given to those children who meet the criteria set out below, in order:
- a) Children who are ‘looked after’ and children who were looked after, but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order under the provision of the Children Act 1989 as well as those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
 - b) Siblings at the Academy (siblings would include half, step, adoptive and foster siblings provided they also live at the same address as the applicant). It will also include siblings of former students provided they completed their education at the end of year 11 or in Sixth Form.
 - c) Children attending another AIM Academy Trust school.
 - d) Children who are in receipt of the Pupil Premium or early years premium at date of application.
 - e) Students whose parent has been employed at the Academy for two or more years at the time at which the application is made and children of staff who have been employed to fill a post for which there is a demonstrable skill shortage.
 - f) Remaining places will be allocated on a geographical basis (the distance from the academy). Distance will be measured in a straight line from the address point for the child’s home to the entrance of the Secondary Principal’s office using the London Borough of Barnet’s computerised geographical information system with those living closest being given priority.
 - g) Distance will be used as a tie breaker in each category.
- 6.2 If two or more children with the same priority for admission live an indistinguishable distance from the Academy but cannot all be admitted, then the available places will be decided by random allocation using the London Borough of Barnet’s computerised system
- 6.3 If the last student to be offered a place within the Academy’s published admissions Number (PAN) is a multiple birth or the same cohort sibling, any further same cohort sibling will be admitted.

7.0 Shared or Joint Residence

Where a child lives with parents with shared responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If the residence is not split equally between both parents, then the address used will be the address where the child spends the majority of the school week. Documentation to confirm the arrangement such as a residence order or other court order may be required. If this is not available or the School Admissions Team is not satisfied with this documentation, Barnet will consider the address at which the child is registered with a doctor (GP). A copy of the child's medical card will be requested. We may also ask for further evidence if required.

8.0 Admission of children outside their normal year group

Parents may request that their child be educated outside of their normal age group. Such requests must be submitted in writing to the Principal with any supporting evidence. Decisions will be made on the basis of the circumstances of each case and in the child's best interests taking into account the following:

- the views of the parent
- information about the social, emotional and academic development of the child as often supported by education and other professionals
- the views of the Principal
- where relevant the child's medical history and the views of a medical professional
- whether they have previously been educated out of their normal age group
- whether they may naturally have fallen into a lower age group if they were not born prematurely

Where a request for a child to be admitted outside their normal age group is agreed, the application will then be processed by applying the over-subscription criteria set out in this policy.

9.0 Operation of waiting list

- 9.1 Where in any year London Academy receives more applications for places than there are places available, a waiting list will operate. Unsuccessful applicants are automatically placed on the waiting list.
- 9.2 Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in Section 6.0 of this Policy. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

10.0 Arrangements for appeals panels

10.1 Parents will have the right to appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision by London Academy.

10.2 Parents wishing to appeal against an admission decision by London Academy should send a completed appeal form to the Clerk of Appeal Panel at the address given on the appeal form together with any other supporting documents.

11.0 Arrangements for admitting students to other year groups, including replacing any students who have left London Academy.

11.1 Applications for vacancies that arise outside the normal admission round for Year 7 will be considered at any time during the year and must be made online via the London Borough of Barnet at www.barnet.gov.uk. Where London Academy receives more applications than there are places available, a waiting list will operate.

11.2 A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in Section 6.0. Where places become vacant they will be allocated to children on the waiting list in accordance with the admissions policy of London Academy.