



Lyng Hall School Admission Policy 2023 - 2024

The admissions process is part of the Coventry Local Authority co-ordinated scheme.

The school admission number for the school year beginning in September 2023 is 150, with the school agreeing to an additional 30 places being offered for this year only to help satisfy demand across Coventry.

Oversubscription Criteria:

If there are more requests for a school place than there are places available within the school's admission number, places will be allocated in accordance with the following criteria and in the order shown below:

1. Children who, at the time of admission, are in the care of a local authority or are provided with accommodation by the authority (looked after children) and all previously looked after children, including 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. Previously looked after children are children who were looked after but ceased to be so because they were adopted, or became subject to a child arrangement order or a special guardianship order. A looked-after child is defined in Section 22 of the Children Act 1989.
2. Children who have a brother or sister attending the school provided that the brother or sister will be of compulsory school age and will continue to attend that school the following year (the definition of brother or sister includes step-brothers, step-sisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address).
3. Children of all staff who have been continuously employed by the school for a period of at least two years for the purpose of working in the school as follows:
 - All full time teaching staff;
 - All full time support staff – defined as contracts of at least 35 hrs a week;
 - All part time teaching staff with a 45% and above timetable;
 - All part time support staff who work at least 15 hours per week for 37 weeks or more.The two year qualification period may be waived if a post is hard to fill. The definition does not include contract staff. If a service has been 'in house' and is subsequently 'contracted out', children of staff will no longer be eligible for priority admission under this criterion. The definition does not include peripatetic staff.
4. Children who live in the catchment area served by the school.
5. Children by reference to the distance to the preferred school.



Brothers and Sisters

The Governors see the benefits of children from the same family attending the same school and give priority to brother and/or sister connections in its policy for allocating places. The definition of brother or sister includes step-brothers, step-sisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address. However, where schools are over-subscribed no guarantee can be given that places will be available for brothers and sisters. Where the final place in a year group is offered to one of twins or other multiple births the parent has to decide which child will take up the place.

Compulsory School Age

Brothers and sisters are required to be of compulsory school age within the oversubscription criteria. This means they must be attending in Years 7 to 11 at the time that the applicant would be joining the school.

Admission into a class outside a child's normal age group

Where a parent/carer seeks a place for their child outside their normal age group they must notify their intention on the application. Parents/carers will then be contacted to discuss the matter further as each case will be considered on the individual circumstances and in the child's best interests. There are no guarantees that such applications will be agreed. Parents/carers will be sent a letter setting out the decision and reasons for it.

Distance

If it is not possible to meet all of the requests in any one of the categories described above, the Governors will prioritise the requests within that category by reference to distance. A straight-line measurement will be made, using a computerised mapping system, from the centre of the child's residence - to the centre of the preferred school site. The address used must be the child's permanent home address. The shortest measurement will have the highest priority. Where the final place in a year group can be taken by two or more children living an equal distance from the school, the Governors will select by drawing lots. This will be independently supervised.

Home address

A pupil's home address is considered to be a residential property that is the child's only or main residence. At the time places are allocated, proof of permanent residence at the property concerned may be required. Where documentary evidence can substantiate to the satisfaction of the Governors that care is split equally between parents at two homes, parents must name the address to be used for the purpose of allocating a school place.

If a school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to withdrawal.



Catchment area

One of the aims of local schools is to serve its neighbourhood and develop links with the local community to strengthen the school and the community. The area served by a school is known as the catchment area and a list of the roads within Lyng Hall School's catchment area can be found at the end of this policy in appendix 1.

Special Educational Needs

All children with an Education, Health and Care Plan that name the school will be admitted before all other applicants.

Fair Access Protocol

The governing body have adopted the LA policy for admission of previously excluded or hard to place children.

Late Applications

The closing date for applications in the normal admissions round is **31 October 2022**. After that date, the Local Authority will continue to receive applications but these will be considered to be late and may not be processed until after **01 March 2023**.

Appeals

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may apply to the School Appeals Team who will arrange for appeals to be registered. Appeals will be heard by an independent panel.

Waiting Lists

After the initial allocation of places on **01 March 2023**, the Governors in conjunction with the Local Authority will establish a waiting list and this will operate up until the end of the Autumn Term (31 December). Parents who wish for their children to continue to be considered for any places after the end of the autumn term must register their interest for the school via the Local Authority.

Applications outside the normal admissions round

An application must be made to the Local Authority who co-ordinate all such applications, and will notify applicants of the Governors' decision. Further information on the process for parents can be accessed via the following link:

<https://www.coventry.gov.uk/school-admissions/secondary-school-admissions/6>

Applicants refused a place will be offered the right of appeal.



Sixth Form Admissions

The School provides for a maximum number of 150 Post 16 students. This maximum may be exceeded but is dependent on the amount of students we can comfortably accommodate in individual classes. Lyng Hall does not accept new applications from students aged 18+.

The School admission number for external students applying to join in Year 12 in September 2023 is 5.

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These requirements are different, depending on the route that sixth form students take. Requirements are as follows:

A level subjects – Grade 5 in English and/or Maths plus 5 GCSE subjects at grade 4 or above, including English & Maths (*or equivalent).

Students wishing to study BTEC subjects should have 5 GCSE subjects at grade 4 or above (*or equivalent).

The application process begins in December. Internal applicants must apply via an application form and then meet with the Head of Post 16 to discuss a suitable programme of study. External applicants will complete an application form (this can be emailed or posted out and can also be found on the school website) and will then be invited to come in to discuss their eligibility for their chosen programme of study.

When there are more eligible, external applicants than the admissions number, and once any pupils with a statement of special educational needs (which names the School and which the School has agreed) have been admitted, the oversubscription criteria will be implemented and can be found in the main schools' admissions policy on the Lyng Hall website.

There will be a right of appeal to an Independent Appeal Panel for internal pupils refused transfer and external applicants refused admission. Application for an appeal should be done in the form of a letter to the school.

**A BTEC merit is considered to be the equivalent qualifying GCSE Grade.*



Roads in Lyng Hall's Catchment Area

Achilles Road
Adam Road
Alfred Herbert Close (1 - 8)
Alcott Road (1 - 25 odd excluding 13 and 2 - 26 even)
Alfall Road
Alliance Way (1 - 51 odd and 2 - 54 even)
Ansty Road (43 - 455 odd)
Armstrong Road
Attwood Crescent
Austin Drive
Avon Street (upwards 137 odd and upwards 140 even)
Balliol Road
Balmoral Close
Barrie Way (1 - 17 excluding 13)
Barton's Meadow
Beckett Road
Bell Green Road
Bell Green Road
Bellamy Close
Belmont Road
Bewick Croft
Bideford Road
Birchgrave Close
Blackberry Lane (flats 1 - 9 Alfred Herbert House)
Braemar Close
Bridge Street
Brierley Road
Brixham Drive
Bryn Road
Burroughs Close (2 - 24)
Caradoc Close
Carey Street
Carpenter Road
Carroll Crescent
Cheswick Close
Clovelly Gardens
Clovelly Road
Cockcroft Avenue (12 - 54 even and 1 - 63 odd)
Common Way
Comrie Close
Corinthian Place
Cove Place
Crabmill Lane
Crathie Close
Curtis Road
Dame Agnes Grove
Dartmouth Road
Deegan Close
Dennis Road
Derbyshire Way (2 - 56 even and 1 - 57 odd)
Devon Grove
Doncaster Close
Doone Close
Dowderry Way
Draycott Road
Eddale Way
Eden Street
Edgar Walk
Elderberry Way
Elgar Road
Eric Gray Close
Exmouth Close
Farlow Close
Flowerdale Drive
Forknell Avenue
Fretton Close
Frevill Road
Geoffrey Close
Gleneagles Road
Glenroy Close
Gresley Road
Gun Lane
Hartland Avenue
Haytor Rise
Heath Crescent
Heddle Grove
Henley Mill Lane





Henley Road (1 - 397 odd and 2 - 280 even)
and Manor Farm
Hermes Crescent
Heybrook Close
Heywood Close
Hillside
Hillside North
Honiton Road
Hornsey Close
Hovelands Close
Kare Road (1 - 9 odd and 2 - 14 even)
Kelvin Avenue
Kennet Close
Kinton Road
Lambeth Close
Lamerton Close
Langnor Road
Lansbury Close
Letchlade Close
Littlefield
Lutterworth Road
Lydford Close
Mardol Close
Meadway
Meadway North
Mercer Avenue (up to 43 odd)
Miles Meadow
Mulberry Road
Navigation Way
New Green Park including Wyken Croft
Caravan Site
Newhall Road
Norton Hill Drive
Nuffield Road
Olive Avenue
Ox Close
Pangbourne Road
Parry Road
Parson's Nook
Pendenis Close
Plymouth Close
Portwrinkle Avenue

Purcell Road
Redruth Close
Roberts Grove (2 - 22 even and 1 - 35 odd)
Rollings Drive (2 - 32 even and 1 - 23 odd)
Rosehip Drive
Samuel Road (2 - 6)
Sewall Highway
Shevlock Way
Shipston Road
Shulmans Walk
Shuttle Street
Sidmouth Close
Silverton Road
Singer Close
Skipton Gardens
Starcross Close
Stoney Stanton Road (upwards 520 even
and upwards 631 odd)
Stubb's Grove
Sulgrave Close
Sullivan Road
Swancroft Road
Tackford Road
Tallands Avenue
Tavistock Walk
Thackeray Road
The Uplands
Thorney Road
Tiverton Grove
Tiverton Road
Torcastle Close
Torcross Avenue
Torpoint Close
Uplands
Valley Road
Warner Row
Watersmeet Grove
Watersmeet Road
Weavers Walk
Whitnash Grove
Willow Courtyard
Wycliffe Grove





Wycliffe Road West
Wyke Road
Wykeley Road
Wyken Avenue
Wyken Croft
Wyken Grange Road
Wyken Way
Yule Road



FINHAM PARK
MULTI ACADEMY TRUST