

Year 7 Admission arrangements for entry in September 2019

The number of places, for pupils of normal age of entry, in September 2019 is 150.

Parents/carers are reminded that it is not necessary to meet all, or indeed any, of the criteria below for their child to get a place at Yavneh College (the School). However, in the event of the School being over-subscribed, The Admissions Committee of the Board of the Yavneh College Academy Trust (the Committee) will apply the following criteria in order of priority as laid out below:

- A. A 'looked after child' or a child who was previously looked after, who obtained a minimum of three points on the Yavneh College Certificate of Religious Practice. See definition below in Note 2.
- B. Other children who obtain a minimum of three points on the Yavneh College Certificate of Religious Practice.
- C. Any other 'looked after child', or child who was previously looked after, who obtained fewer than three points on the Yavneh College Certificate of Religious Practice. See definition below in Note 2.
- D. Any other children who obtain fewer than three points on the Yavneh College Certificate of Religious Practice.

In the event of over-subscription within each of the above categories B and D, places will be offered in accordance with the following further criteria: -

1. Siblings of pupils attending Yavneh College at the deadline for applications. For these purposes a sibling means the sister, brother, half-brother or sister, step-brother or sister or adopted brother or sister, and in every case living permanently in the same house from Monday to Friday.
2. Children of members of staff. For these purposes, a member of staff means an individual who, at the time of application, has a permanent contract of employment with Yavneh College and i) has been employed at the school for two or more years or ii) has been recruited to fill a vacant post for which there is a demonstrable skill shortage, and in both cases i) and ii) will be working at Yavneh College in September 2019.
3. All other children.

Tie Break

In the event of over-subscription in any of the above criteria 1- 3, proximity to the School of the child's permanent home address as at the time of application will be the determining factor. Where the child lives with parents with shared responsibility, each for a part of the week, the child's home address will be defined as the address at which they spend the majority of their time.

Notes:

1. *Children with special educational needs whose Statement (under Section 324 of the Education Act 1996) names Yavneh College are admitted under the assessment process rather than the admission process but their admission is taken into account against the school's Published Admission Number. The School must also admit children with an EHC (Education, Health and Care) Plan that names the School.*
2. *Under paragraphs A and C above, a 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. 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 arrangements or special guardianship order.*
3. *A document describing the Jewish Ethos of Yavneh College is attached. We ask all parents applying for a place at Yavneh College to respect this Jewish Ethos and its importance to the School community. This does not affect the rights of parents who are not of the faith of this School to apply for and be considered for a place at Yavneh College.*
4. *In the event that a twin or multiple-birth child is offered a place under the above admission rules, the remaining twin or multiple-birth children will also be offered a place, even if this means exceeding the Published Admissions Number.*
5. *The Committee will administer arrangements for admission to the School under the Hertfordshire LA Coordinated Admissions Scheme.*
6. *The Home Address should be your child's current permanent address at the time of application. "Permanent Address" is defined as an address the child lives at and the family own the property or have a tenancy agreement for a minimum of 12 months.*

7. If the child's parent or guardian still owns or leases a property within 10 miles of the School which has been the main home of the child within 18 months before the time of application, a property closer to the School will not be accepted as the child's permanent home address, even if the former property is leased to a third party. If needed, the distance will be the straight line distance measured from the Home Address Point to the School Address Point using Hertfordshire County Council's (HCC) home-school measurement system (see note 11 below).
8. If the child is offered a place at the School based on the address where the child is living at the time of application, but the child then moves further away from the School before he or she is due to start at the School (and would not have been allocated a place based on the new address), the place may be withdrawn where the Committee believes it was fraudulently obtained. A place will be considered fraudulent in this respect if the address used in the application is only temporary for the specific purpose of securing a place at the School.
9. If the child moves further away from the School at any time during the first two terms at the School, the place may be withdrawn where the Committee believes it was fraudulently obtained. A place will be considered to have been fraudulently obtained in this respect if the address used in the application is only temporary for the specific purpose of securing a place at the School.
10. If the child regularly lives at more than one address Monday to Friday, the address provided should be the address where the child spends the majority of their time. If the child lives at two addresses equally, the address of the parent/carer that claims child benefit/child tax credit will be considered as the child's main residence. If the child lives at two addresses equally and the family is not in receipt of child benefit/child tax credit the address used will be the address where the child is registered with a GP.
11. In the over-subscription criteria 1 – 3 above, applicants will be ranked within each criterion by distance based on the system used by HCC. Distances are measured using HCC's computerised mapping system to two decimal places. The measurement is taken from the AddressBase Premium address point of your child's house to the address point of the school. AddressBase Premium data is a nationally recognised method of identifying the location of schools and individual residences. In the event where two different addresses are 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 closest to the ground and therefore closer.
12. If there are two identical distances of separate applicants, the tiebreak will be random allocation. Every child entered onto the HCC admissions database has an individual random number assigned between 1 and 1 million, against each preference school. When there is a need for a final tie break the random number is used to allocate the place, with the lowest number given priority.
13. If you are applying under over-subscription criterion 2 'Children of members of staff', please attach a letter to the Admissions Officer, Mrs F Graham, stating the date of issue of your permanent contract.
14. As an admission authority we have the right to request further information and to investigate any concerns we may have about your application including information given in the Supplementary Information Form or Certificate of Religious Practice and to withdraw the offer of a place if we consider there is evidence that you have made a fraudulent claim or provided intentionally misleading (e.g. inaccurate or out of date) information, for example a false address was given which denied a place to a child with a stronger claim. We reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly.
15. If a School place was allocated to a child on the basis of false or misleading information in respect of the Supplementary Information Form, the Certificate of Religious Practice or the child's home address, we will not consider the sibling priority in the event of oversubscription for any children applying in the future and wishing to benefit from the sibling priority criterion.
16. Parents whose application is unsuccessful have a right of appeal. Notice of appeal must be sent to the Chair of the Board of the Yavneh College Academy Trust within twenty school days of receiving the result of the application. Details will be provided by the School when notifying parents that the School is unable to offer their child a place.
17. A continuing interest list will be maintained throughout the academic year. Parents/carers with children on the list will be contacted at the beginning of each term to see whether they wish their child's name to remain on the list. The continuing interest list will be ranked according to the above oversubscription criteria, and not by date of receipt of application.

18. Admission Process Timetable:

Deadline for receipt of Applications (Common Application Form)	31 October 2018
Deadline for receipt of Yavneh College Certificate of Religious Practice and Supplementary Information Form	31 October 2018
Allocation Date/Offer letters Posted	1 March 2019
Acceptance Date- date by which parents/carers may accept or reject place offered.	15 March 2019

19. If parents/carers wish to apply for a priority place, then they should complete our SIF and return it to the School by the above date. If a SIF (including the Certificate of Religious Practice) is not completed, the Committee will apply our admission arrangements using the information submitted on the Common Application Form, which may result in the application being given a lower priority.
20. Parents may seek a place for their child outside of the normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Children should only be educated out of the normal age group in very limited circumstances. If parents wish to seek a place for their child outside of the normal age group, they should submit a request in writing to the Committee as early as possible. Governors responsible for admissions will make decisions based on the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; 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; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The views of the head teacher of the School will also be taken into account.
21. There were 505 applications for Year 7 intake September 2018, for 150 places.
22. The School's in-year admission arrangements will work within the remit of Hertfordshire County Council's agreed scheme of in-year coordination. The Committee remains responsible for the allocation of all places in accordance with the School's published admission rules.
23. The School is obliged to abide by the In-Year Fair Access Protocol adopted by the Local Authority. This may mean that children to whom the Protocol applies are given priority over other applicants or that pupils are accepted above the Published Admission Number.

For further information please contact Mrs F Graham, Admissions Officer, Yavneh Schools, Hillside Avenue, Borehamwood, Herts, WD6 1HL, admissions@yavnehcollege.org or 020 8736 5580 ext 251.