

Admissions Policy for Scarborough UTC

Section 1: Description and overall approach

The Scarborough University Technical College (Scarborough UTC) is a government funded school for young people between the ages of 14-19 years old, and who have a particular interest in science, computing and engineering. At Scarborough UTC, academic, technical and advanced practical education are valued equally. As well as being taught in more familiar classes and groups, students will learn through challenging and relevant science and engineering research projects which model more closely the professional or industrial experience.

Scarborough UTC is designed to be accessible to students residing in the Borough of Scarborough, the District of Ryedale and the northerly edge of the East Riding of Yorkshire, who share an interest in pursuing at some stage in their lives, a career in the various fields of advanced applied science, engineering and manufacturing. Our Admissions Policy reflects these aspirations.

The Admissions Arrangements for entry to Year 10 and Year 12 of Scarborough UTC are presented separately below.

Scarborough UTC is committed to straightforward, open, fair and transparent Admissions arrangements. The school will act fully in accordance with the School Admissions Code, the School Admissions Appeals Code and admissions law as they apply to Academies.

Section 2: Application Process

Scarborough UTC will manage its own admissions for both Year 10 and Year 12 in its first year of operation (the September 2016 intake) and applications should be made directly to the school.

Copies of the application form are available from the Admissions Team at Scarborough UTC or online at www.scarboroughutc.org

Applications must be made by **31st January 2016**. Offers of places will be made by letter by **1st March 2016**.

From September 2017 onwards, admissions into Year 10 at the Scarborough UTC will be part of the North Yorkshire County Council's co-ordinated arrangements. This requires parents to complete a Common Application Form (CAF) which is **provided by the local authority in which the applicant lives**.

Copies of the North Yorkshire Common Application Form are available from the *Admissions Team* at the Children and Young People's Service, Jesmond House, 31-133 Victoria Avenue, Harrogate, HG1 5QE or e-mail schooladmissions@nothyorks.gov.uk or online at www.northyorks.gov.uk.

Applications into Year 12 from September 2017 will continue to be made directly to Scarborough UTC.

Inaccurate or false information on the application form could result in the place being withdrawn.

Scarborough UTC will operate in keeping with the local authority's Fair Access Protocol.

Section 3 Published Admissions Number

Year 10

The Published Admissions Number (PAN) for entry into Year 10 in September 2016 is **105 pupils**.

For entry into Year 10 in each admission year, all applicants will be admitted if fewer applications than the PAN are received.

Year 12

The Published Admissions Number (PAN) for entry into Year 12 in September 2016 is **105 pupils**.

Section 4: Special Educational Needs

Children with a statement of Special Educational Need (SEN) or Education and Health Care Plan where Scarborough UTC is named on the statement/plan will be admitted to Scarborough UTC.

Section 5: Oversubscription Criteria – Year 10

Where Scarborough UTC receives more applications than it has places available in Year 10 (PAN), the criteria listed below will apply, after the admission of children with a statement of Special Educational Needs or an Education, Health and Care plan which names Scarborough UTC. The oversubscription criteria will be:

Priority 1

Looked-after children or children who were previously Looked-after.

Looked-after children and previously Looked-after children are those who have been adopted, or have become subject to a child arrangements order or special guardianship order. A Looked-after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in their exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

Priority 2

Children with brothers or sisters who currently attend Scarborough UTC and are living at the same address. For these purposes, brothers and sisters must be living at the same address as your child. Siblings refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister. The definition does not include cousins or other family members sharing a house.

Priority 3

The overall 'catchment area' for Scarborough UTC includes homes in the Borough of Scarborough, District of Ryedale and the East Riding of Yorkshire which are located within the Postcode Areas identified in the table below (also see map at Appendix 1). The percentage split between each 'sub-catchment' area will be kept under review in line with changing demographics.

For September 2016, the 'sub-catchment' split for entry into Year 10 will be:

Table 1

<u>Sub-Catchment Area</u>	<u>% of Places</u>	<u>Number of Places*</u>
Scarborough & Whitby as defined by Postcode Areas: YO11,12,13,14,21 & 22	55%	58
Ryedale including Malton and Pickering as defined by Postcode Areas: YO17,18	17%	18
East Riding of Yorkshire, Bridlington and Driffield as defined by Postcode Areas: YO15,16,25	28%	29
Total	100%	105

* Number of places overall including allocations made under Priorities 1 and 2

When Year 10 is over-subscribed as a whole, a random allocation (lottery) process will be applied in any sub-catchment area that is over-subscribed, and these lotteries will determine the allocation of places within each over-subscribed area under Priority 3. (Note: the names of children allocated under Priorities 1 and 2 will not be required to be submitted to these lotteries as their places will already have been allocated.)

In the situation where Year 10 is over-subscribed as a whole, but one or more of the sub-catchment areas is under-subscribed, then everyone within the undersubscribed sub-catchments will be admitted. After the application of random allocation in the oversubscribed catchments all unsuccessful applicants from over-subscribed sub-catchment areas will be placed in a further and final 'lottery' for allocation to those places remaining within the overall PAN for 2016 of 105 pupils. An example of how this will work is set out below.

All random allocation processes (lotteries) will be overseen by a panel which is independent of the school.

An example of how places will be allocated if the school is oversubscribed overall but undersubscribed from some catchments.

The PAN is 105

There are 200 applicants

There are 170 applicants from Scarborough, 20 From Ryedale and 10 from the East Riding.

58 applicants from Scarborough and 18 from Ryedale are offered a place after random allocation. The 10 applicants from East Riding are offered places without random allocation (because this sub-catchment is undersubscribed). So 86 places have now been allocated.

19 places remain to be allocated. The 112 applicants from Scarborough and the 2 applicants from Ryedale not offered a place after the first round of random allocation are subject to another round of random allocation as a result of which 19 of these 114 pupils are offered places.

Priority 4

Applications from outside of the overall catchment area as defined in the table above.

Section 6: Applications for post-16 provision

There are a variety of post-16 courses on offer at both Level 3 (GCE A Level or equivalent) and Level 2 (GCSE or equivalent). Each course of study will have specific minimum entry requirements. Full details of these will be published annually in the UTC's post-16 prospectus and applicants should contact Scarborough UTC for information. All programmes will include progression of learning in mathematics and the study of an engineering subject alongside further individual course choices, such as A level sciences and computing.

To be eligible for admission into Year 12 both internal and external pupils will firstly be expected to have met minimum general academic entry requirements of 5A*-D GCSE grades (or equivalent), including English Language and maths.

For programmes which contain a Level 3 component course (i.e. GCE A/AS level and Technical Level qualifications), in September 2016 the minimum general academic requirement is 5A*-C GCSE grades (or equivalent) including English Language and maths.

Minimum course requirements will be reviewed annually.

Where Scarborough UTC receives more applications than it has places available in Year 12, the criteria listed below will apply, after the admission of children with a statement of Special Educational Needs or an Education, Health and Care Plan (which names Scarborough UTC) and pupils continuing from Year 11 in the UTC. The oversubscription criteria will be:

Priority 1

Looked-after children or children who were previously Looked-after.

Looked-after children and previously Looked-after children are those who have been adopted, or have become subject to a child arrangements order or special guardianship order. A Looked-after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in their exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

Priority 2

Children with brothers or sisters who currently attend Scarborough UTC and are living at the same address. For these purposes, brothers and sisters must be living at the same address as your child. Siblings refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister. The definition does not include cousins or other family members sharing a house. For applications for entry in September 2016, there will be no priority applied to siblings of children already at the Scarborough UTC as this will be the first cohort.

Priority 3

The overall 'catchment area' for Scarborough UTC includes homes in the Borough of Scarborough, District of Ryedale and the East Riding of Yorkshire which are located within the Postcode Areas identified in the table below (also see map at Appendix 1). The percentage split between each 'sub-catchment' area will be kept under review in line with changing demographics.

For September 2016, the initial 'sub-catchment' split for allocation of places into Year 12 will be:

Table 2

<u>Sub-Catchment Area</u>	<u>% of Places</u>	<u>Number of Places*</u>
Scarborough & Whitby as defined by Postcode Areas: YO11,12,13,14,21 & 22	55%	58
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East Riding of Yorkshire, Bridlington and Driffield as defined by Postcode Areas: YO15,16,25	28%	29
Total	100%	105

* Number of places overall including allocations made under Priorities 1 and 2

When Year 12 is over-subscribed as a whole, a random allocation (lottery) process will be applied in any sub-catchment area that is over-subscribed, and these lotteries will determine the allocation of places within each over-subscribed area under Priority 3. (Note: the names of children allocated under Priorities 1 and 2 will not be required to be submitted to these lotteries as their places will already have been allocated.)

In the situation where Year 12 is over-subscribed as a whole, but one or more of the sub-catchment areas is under-subscribed, then everyone within the undersubscribed sub-catchments will be admitted. After the application of random allocation in the

oversubscribed catchments all unsuccessful applicants from over-subscribed sub-catchment areas will be placed in a further and final 'lottery' for allocation to those places remaining within the overall PAN for 2016 of 105 pupils. An example of how this will work is set out below.

All random allocation processes (lotteries) will be overseen by a panel which is independent of the school.

An example of how places will be allocated if the school is oversubscribed overall but undersubscribed from some catchments.

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Priority 4

Applications from outside of the overall catchment area as defined in the table above.

Section 7: Tie Break

In the event of two or more applications that cannot otherwise be separated, Scarborough UTC will use a random allocation process as a tie-break. This process will be overseen by an independent panel of three people. One panel member will reside in each different sub-catchment area.

Section 8: Waiting Lists

If Scarborough UTC is oversubscribed, names of all unsuccessful applicants will be placed on a waiting list. Places will be offered to those on the waiting list when they become available. The list will be kept until 31st December of the admission year and will operate in accordance with the oversubscription criteria defined above. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone joins or leaves the list.

Section 9: Late and in-year applications

Late applications

All applications received after the deadline will be considered late applications. Late applications will be considered after those received on time. If, following consideration of all applicants, Scarborough UTC is oversubscribed, parents may request that their child is placed on the Scarborough UTC waiting list.

In-Year Applications

For in-year entry to both Year 10 and Year 12 for the school year 2016-17, parents should apply direct to Scarborough UTC (see Admissions Team contact on the Scarborough UTC website: www.scarboroughutc.org).

For in-year applications to Year 10 made before 1st January 2017, places will be allocated through the waiting list. From 1st January in the school year 2016-17, if a place becomes available in Year 10 then a place will be offered to those applying. When Scarborough UTC is oversubscribed, then the applications will be considered against the oversubscription criteria outlined above. Anyone refused a place will have the right to appeal to an independent appeal panel.

For in-year applications to Year 12 made before 1st January 2017, places will be allocated through the waiting list. From 1st January in the school year 2016-17, if a place becomes available in Year 12 then a place will be offered to those applying who meet the general entry requirements (as described in Section 6 above). When Scarborough UTC is oversubscribed, then the applications will be considered against the oversubscription criteria outlined above. Anyone refused a place will have the right to appeal to an independent appeal panel.

Section 10: Appeals

Parents who are dissatisfied with the decision of Scarborough UTC not to admit their child(ren) may appeal to an Independent Appeals Panel against that decision. Students aged over 16 may also appeal. The determination of the panel will be made in accordance with the School Admission Appeals Code and will be binding on all parties.

Scarborough UTC will use the independent appeals service provided by the local authority (North Yorkshire County Council). Independent Appeals Panels are appointed in accordance with the School Admission Appeals Code. Appeals should be made, in writing, to CYPS, Admissions Team, Jesmond House, 31-133 Victoria Avenue, Harrogate, North Yorks, HG1 5QE, within 20 school days from the date of notification that the application was unsuccessful.

Admissions Policy for Scarborough UTC

Appendix 1 - Map of Sub-catchment Postcode Areas to apply in the case of over-subscription for admission to Years 10 and 12.

See Section 5 -Table 1 and Section 6 - Table 2.



