

**Consultation on the proposed change to the Admissions Criteria for  
The Collegiate Academy Trust for September 2010/2011**

Our draft Policy and Procedures for Admissions, Year 7, September 2010/2011 is attached.

Any comments on this proposal should be forwarded to -

**Shireland Collegiate Academy  
Waterloo Road, Smethwick, West Midlands, B66 4ND  
for the attention of Mrs Jane Evans, Associate Principal.**

# THE COLLEGIATE ACADEMY TRUST

## Policy & Procedures for Admissions

Year 7

September 2010/11



**SHIRELAND**  
COLLEGIATE ACADEMY  
An altogether better place to learn



# Fair Banding at Shireland Collegiate Academy and George Salter Collegiate Academy

## Introduction

1. Fair Banding is an increasingly popular method of achieving an intake that reflects the range of abilities of the children applying to a particular school or group of schools, or of children in the local authority or country. It is not a way to select children by high academic ability or aptitude for a particular subject.
2. Where a school uses fair banding as an oversubscription criterion, all children applying for a place are distributed into ability bands based on their performance in a test or other assessment. Places are then allocated within each band using other oversubscription criteria (e.g. distance, catchment areas, siblings, random allocation). The admission authority must not apply another test of ability once applicants are allocated to bands or give priority within bands according to performance in the test (see para 2.77 of the Code). When allocating places, admission authorities must comply with parental preferences wherever possible and cannot allocate places to children solely on the basis that their admission will help achieve an intake with the desired ability range.

## The statutory basis of pupil banding

3. Banding is permitted by Section 101 of the School Standards and Framework Act 1998 ('1998 Act') as amended by Section 54 of the Education and Inspections Act 2006 ('2006 Act'). Admission authorities may now adopt admission arrangements that band applicants to produce an intake that is representative of any one of:
  - a. the full range of ability of applicants for the school (or group of schools banding jointly);
  - b. the range of ability of children in the local area; or
  - c. the national ability range.

The Collegiate Academy Trust is the Admissions Body for Shireland Collegiate Academy and George Salter Collegiate Academy

The published admission number for Shireland Collegiate Academy is 180.

The published admission number for George Salter Collegiate Academy is 180.

## Banding in Practice

4. The Collegiate Academy Trust can decide how many bands and what proportion of children to place in each band, as long as they ensure that no level of ability is substantially under or over represented (as set out in Section 101 of the 1998 Act).
5. There are two main ways in which a school or group of schools can band—either to achieve an intake representative of the ability range of applicants to the school(s) (sometimes referred to as norm referenced banding), or to achieve an intake representative of the local authority area or national ability range (sometimes referred to as criterion referenced banding). The Collegiate Academy Trust will use **Norm Referenced Banding** to achieve an intake representative of the ability profile of those children applying to the Academies.
6. Under norm referenced banding, all applicants are ranked according to their score in a common test. For example, if 200 children take the test, they will be ranked from 1 to 200 according to their performance. Each child's ranking will depend on their score relative to the other children who took the test, and not on the actual scores achieved. The bands are then set according to the relative performance in that test. Looked after children will be allocated a place in accordance with statutory regulations.
7. All applicants will be tested using a NFER non-verbal reasoning test and placed into 5 ability bands with the same number of places in each band. All children will be placed in one of the bands and an equal number of children will be taken from each. The assessment will last one hour.
8. The assessment results will be used to ensure that the Academy admits children of all abilities. Applicants who do not attend for assessment will not be further considered for a place at the Academy.
9. Places are then allocated within each band using the school's published oversubscription criteria.

## Example of how the banding will work

If the Collegiate Academy Trust receives 300 applications and has a published admission number of 180 for George Salter Collegiate Academy then this is how the academy would allocate places:

### Equal sized bands

<b>Band</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Applicants in each band based on ranking in test	60	60	60	60	60
Percentage of children allocated to each band	20%	20%	20%	20%	20%
Number of places allocated using oversubscription criteria	36	36	36	36	36

The same process would apply at Shireland Collegiate Academy.

## Collegiate Academy Trust Admission Criteria and Process for Year 7 September 2010/11 for Shireland Collegiate Academy and George Salter Collegiate Academy

**All applicants will be tested using a NFER non-verbal reasoning test** and placed into 5 ability bands with the same number of places in each band. All children will be placed in one of the bands and an equal number of children will be taken from each. The assessment will last one hour. No child can fail this test. The assessment results will be used to ensure that the Academy admits children of all abilities. **Applicants who do not attend for the assessment will not be considered for a place at the Academy.**

### **Within each Band priority for places will be given to:**

- 18 students (10% of the places) will be allocated a place on the basis of the applicants aptitude for the Arts. Students who are Gifted or Talented in the Arts can apply to be considered for the 18 places. Applicants who wish to be considered for these places will need to attend an Assessment Meeting before the end of November. Liaison with feeder primary schools will also be used to help identify Gifted and Talented students with an aptitude for the Arts.
- Students with statements of Special Educational Needs where the Collegiate Academy Trust is named on the statement
- Siblings (brother or sister at the Academy in Year 7 - 10)
- Thereafter, on the basis of distance between their home address and the central point to the Academy  
*Distance will be calculated according to a straight line measurement between the applicant's home and the central point calculated at the Academies as measured by an externally appointed consultant.*

## **Procedures for Admission**

As part of the national co-ordinated admissions arrangements across all Admissions Authorities, parents are required to complete a preference form provided by their Local Authority by 23rd October 2009. To apply for Shireland Collegiate Academy and George Salter Collegiate Academy, parents of prospective pupils will also be required to complete a separate registration form which must be returned to The Collegiate Academy Trust, Shireland Collegiate Academy, Waterloo Road, Smethwick B66 4ND by 23rd October 2009. Parents must be aware that all preference forms and registration forms must be completed and returned by the closing date of 23rd October 2009.

The Collegiate Academy Trust will liaise with Sandwell Local Authority and other neighbouring Local Authorities in line with the national co-ordinated admissions arrangements during the process. Preference forms received after the closing date will be considered where the Collegiate Academy Trust identifies that exceptional circumstances apply.

Preference forms received after places have been offered will be kept on file and form the basis of the 'Applications to Transfer to Year 7' which will include casual admissions. Those who are offered a place at the Academy will be informed on 1st March, 2010 by the home Local Authority.

Those not offered admission will be informed on 1st March, 2010 and will have been offered a place at an alternative school by the home Local Authority.

### **Operation of waiting list and appeals**

Parents who do not obtain a place for their child may appeal to the Academy against the decision. There will be an independent Appeals Panel appointed in accordance with the provisions of the statutory Code of Practice on School Admission Appeals.

If either or both of the Academies are oversubscribed, unsuccessful applicants will be offered the opportunity to be put on the waiting list of the Academy of their choice. If vacancies arise, those on the waiting list will be offered a place using the Academy's admissions criteria outlined previously.

## **Annex A**

### **Extract on Banding from the School Admissions Code**

- 2.77 Banding, like other oversubscription criteria, only operates when the number of applications exceeds the number of places. Schools which use banding must not apply another test of ability once applicants are allocated to bands; they must not give priority within bands according to performance in the test.  
The admission authority must apply its other oversubscription criteria (such as random allocation) to each band to allocate places.
- 2.78 Banding is permitted by section 101 of the School Standards and Framework Act 1998, as amended by section 54 of the Education and Inspections Act 2006. The Education and Inspections Act 2006 removed the need for approval of statutory proposals before the introduction of banding arrangements, and this can now be done as part of the annual admissions consultation process.
- 2.79 Pupil ability banding is used by some admission authorities to ensure that their intake includes a proportionate spread of children of different abilities.  
Banding arrangements are good practice, provided the arrangements are fair, objective and not used as a means of unlawfully admitting a disproportionate number of high ability children.
- 2.80 Banding may be adopted in relation to individual schools, two or more schools operating together, or across a local authority area. Banding arrangements which are already in place may continue unchanged but the admission authorities for a school or groups of schools working together may now adopt admission arrangements that band applicants to produce an intake that is representative of:
- a) the full range of ability of applicants for the school(s); or
  - b) the range of ability of children in the local area; or
  - c) the national ability range.
- 2.81 If places become vacant in some bands, for example, because parents accept offers of places at other schools, and no applicants in those bands remain without a place, they should be evenly filled by children falling into the next nearest bands (i.e. the bands on either side, or below or above, if the first child is from the band above then the next should be from the one below).

#### **Children with special educational needs and banding**

Children with special educational needs can be included in banding arrangements, that is they can be allocated to the band appropriate to their ability, but schools must not refuse to admit a child with a statement that names the school.

## Test arrangements for banding

- 2.85 It is up to the admission authority to decide which tests will be used to determine the band in which to place an individual child, but it must ensure that any test arrangements (including the reasons for testing) are explained clearly to parents and that adequate notice is given on the location and length of tests.
- 2.86 Whatever form of test is used to band, it must be designed to give an accurate reflection of the abilities of all children irrespective of sex, race or disability.

## Timetable for Admissions

September 2009	Local Authority Preference forms available from student's Primary School
Friday 23 October 2009	Deadline for return of Application Form to Collegiate Academy Trust and Preference Form to the <b>Local Authority</b>
7/8 November 2009	Student Assessment Sessions take place at <b>Sandwell Academy</b>
Monday 1 March 2010	Parents and Primary Schools notified of the result of applications
Friday 12 March 2010	Deadline for return of Acceptance Form
Monday 29 March 2010	Final deadline for submission of appeals against decisions
May 2010	Appeals considered

## **Further Admissions Information**

The general aim of the Collegiate Academy trust is to maximise student performance. In pursuing this aim, parents/guardians must be prepared to commit themselves to active support of their children in attendance, in work and in conformity with Academy rules throughout their stay, which they should intend to continue beyond age 16. Parents must also support the Academy in its endeavours to educate their child throughout the longer school day and year, which involves attending extra sessions.

Shireland and George Salter Collegiate Academy are especially equipped to excel in the Expressive and Performing Arts curriculum areas. This should be taken into account by prospective students and their parents when applying. The two Academies provides full coverage of the National Curriculum

The Collegiate Academy Trust is committed to a fair and equal treatment of all individuals regardless of disability. The Collegiate Academy Trust will welcome applications from students with disabilities.

Residency of applicants must be established and proved at the time of application for a place. The Academy's ruling on residence, as defined by the Funding Agreement is final. Any offer of a place that is fraudulently obtained will be withdrawn.

## **Operation of waiting list and appeals**

Parents who do not obtain a place for their child may appeal to the Collegiate Academy Trust against the decision. There will be an independent Appeals Panel appointed in accordance with the provisions of the statutory Code of Practice on School Admission Appeals.

If the Collegiate Academy Trust is oversubscribed, unsuccessful applicants will be placed on the Waiting List. If vacancies arise, those on the Waiting List will be offered a place using the Academy's Admissions Criteria outlined previously.