

# The De Montfort School

## Admission Policy for entry into Years 6, 9 and 12 in September 2023

### Version Control

Policy author: Headteacher  
Policy approved by: Trust Board

Version	Date	Details
1.0	1 <sup>st</sup> August 2021	Policy written

### Section 1: Introduction

The De Montfort School is a 10-18 mixed comprehensive serving Evesham and the surrounding area. Our DfE number is 885 4018.

The De Montfort School is part of The Four Stones Multi Academy Trust (MAT). The Trust Board is the admissions authority for all schools within the multi academy trust and approves the admissions policies on an annual basis. The Trust Board delegates the responsibility in applying the oversubscription criteria to the Local Governing Body in each school.

The main principle of admission to The De Montfort School is to maintain the character of the school as a comprehensive school, providing for the needs of young people within the 10-18 age range who live in our catchment area. The De Montfort School will endeavour to provide places for children who live outside the catchment area whose parents/carers wish them to attend the school, provided that they can be accommodated within the Published Admission Numbers.

Students will be admitted at the age of 10+ without reference to ability or aptitude using the criteria below. The Published Admission Number for entry in September 2023 will be as follows unless changed in accordance with statutory procedures:

- The Published Admission Number for Year 6 is 150;
- The Published Admission Number for Year 9 is 240. This works out to be 150 for the students in Year 8 at The De Montfort School and 90 for external students; and
- The Published Admission Number for external students (that is, students who have not attended The De Montfort School in Year 11) for entry in Year 12 in September 2023 will be 10 unless changed in accordance with statutory procedures. This is the minimum number of external applicants who will be offered places.

Admission to The De Montfort School is not dependent on any "voluntary" contribution.

### Section 2: Admissions Process

- The Trust Board have agreed to adopt the policy from Worcestershire Children First and this can be found at [School Admissions Policies and Appeals | Worcestershire County Council](#)
- All schools in the MAT have signed up to the local Fair Access Protocol. We have to admit any pupil who is the subject of a direction by the Secretary of State or allocated to us according to the local Fair Access Protocol and any such pupils take precedence over those on the waiting list.
- In-Year Admissions for all Year Groups: Following full public consultation the cabinet of the county council has approved a co-ordinated scheme for in-year admissions, which is applicable for any in-year admissions from September 2020. Those applications will now be co-ordinated on behalf of all schools by School Admissions on behalf of the local authority. Further information can be found at <https://www.worcestershire.gov.uk/downloads/download/1330/co-ordinated-schemes-for-all-worcestershire-schools>. All schools in the MAT take part in the local authority's co-ordinated scheme for in-year admissions. The De Montfort School intends to hold waiting lists for any oversubscribed year group after 1 September. Each term the waiting lists for each year group are re-compiled. Parents/carers must write to the headteacher at the start of each new term confirming that they wish their child's name to remain on the list. If a place should become available, applications currently on the waiting list will be ranked according to our Oversubscription Criteria as described below and an offer will be made to the child who ranks highest at that time.