



Bluecoat Trent Academy

Admission Arrangements 2026/27

Bluecoat Trent Academy

The Archway Learning Trust (hereafter referred to as the Trust) in liaison with the Department for Education and Nottingham City Local Authority supports Bluecoat Trent Academy.

The Trust, which is its own admission authority, has responsibility to ensure that the admission arrangements comply with the School Admissions Code and School Admissions Appeal Code, and is implemented objectively and fairly.

How to apply:

Admission to Bluecoat Trent Academy is carried out as part of the home authority co-ordinated admission arrangements.

The deadline for applications for those children applying for a Year 7 place starting September 2026 is **31st October 2025** by completing the Local Authority School Common Application Form (SCAF).

Notification of school allocation will be made by the home local authority on National Offer Day. For September 2026 entry, the National Offer Day is **2nd March 2026**.

For in-year admissions, please contact the Academy on 0115 900 7245 or complete the relevant in-Year application form available on the academy website www.bluecoattrent.co.uk under **Prospective Parents > How to Apply**

Admission to schools outside the normal year group:

Bluecoat Trent Academy will consider requests for admission outside the normal year group and take account of the circumstances of each case. Requests must be made in writing as a supplement to the application to the Archway Learning Trust.

All requests to educate a child outside their normal year group must include evidence of the child's circumstance from a relevant professional detailing the child's educational need which makes education outside the normal age group necessary. Parents must consider the impact of a child being educated with children of a different age. When such a request is made, the Trust will make a decision on the basis of the circumstances of the case and in the best interest of the child concerned, taking into account the views of the Principal and any supporting evidence provided by the parent.

Admission Arrangements

Bluecoat Trent Academy has a planned admission number of **240** places in Year 7 in September 2026.

Consideration of applications:

The Trust will consider all applications for places. Where fewer applications are received than places available, the Trust will offer places to all those who have applied. Students, who have a statement of special educational need or Education, Health and Care plan, naming Bluecoat Trent Academy, will be admitted first, followed by looked after and previously looked after children and then children of staff. This will reduce the number of reserved places available for other applicants on a pro rata basis.

Oversubscription criteria:

(see notes on page 4 for definitions):

After the admission of students with a statutory right to a place at the Academy through a statement of special educational need or Education, Health and Care plan, naming Bluecoat Trent Academy in the statement or plan, the criteria will be applied in the order in which they are set out below.

- a) Looked after child or a child who was previously looked¹ after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including children who were previously in state care outside of England and who ceased to be in state care as a result of being adopted.
- b) Priority will next be given to ²children of staff, specifically teaching or support staff, full or part-time on the payroll of the Archway Learning Trust working at Bluecoat Trent Academy at the time of admission where:
 - the member of staff has been employed at the academy for two or more years at the time at which the application for admission to the school is made, and/or
 - the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- c) Priority will next be given to children attending Bluecoat Bentinck Primary Academy;
- d) Priority will next be given to children who have a ³sibling who will be on roll at Bluecoat Trent Academy at the date of admission.
- e) Priority will next be given to children who live the shortest *distance from their ⁴home to Bluecoat Trent Academy. Distance will be measured in a straight line from the centre of the child's home to the centre of the new Bluecoat Trent Academy site (previously Clarendon College), Pelham Avenue, Nottingham, NG5 1AJ.

In the event of oversubscription **within criteria b-e**, the following criteria will apply in this order:

- i) Whether the child has a ³sibling who will be attending the Bluecoat Trent Academy at the date of admission;
- ii) *the nearness of the child's home to Bluecoat Trent Academy.
- iii) In the event that such a measure is identical to the nearest metre for two or more children and there are insufficient places available for both or all of them, the remaining place/s will be awarded by random allocation using lots drawn by a person independent of the Trust.

*Distance will be measured in a straight line from the centre of the child's main home to the centre of the Bluecoat Trent Academy site (previously Clarendon College), Pelham Avenue, Nottingham, NG5 1AJ using the LA's computerised measuring system. For shared properties e.g. Flats, the measurement will be taken from the centre of the building.

In-Year Admissions:

Applications for places after the usual entry point (e.g., after Year 7) should be made directly to the Trust. If places are available and there is no waiting list, an offer will be made to the applicant. If there are more applicants than available places, the oversubscription criteria will apply. In the event of oversubscription, parents/carers whose application is unsuccessful have the right to appeal to an independent appeal panel, and their child's name will be placed on a waiting list.

In-Year Applications should be completed using our application form available on the academy website www.bluecoattrent.co.uk under **Prospective Parents > How to Apply**. Alternatively, where this is not possible a paper application can be collected from the academy. Paper applications should be returned to: **Admissions, Bluecoat Trent Academy**, Pelham Avenue, Nottingham, NG5 1AJ.

Waiting list:

In accordance with the Nottingham City Secondary Co-ordinated Admissions Scheme, when the number of applications received during the normal admissions round exceeds the number of available places in Year 7, the Nottingham City Local Authority will maintain a waiting list in conjunction with the Trust from the offer day until the start of the academic year. After that, the Trust will manage the waiting list until 31st December 2026.

Children will automatically be added to the waiting list for a place if they were refused entry and their application was ranked above the secondary where they were offered a place. Where the academy was ranked lower than the secondary where they were offered a place, Parents/Carers must make a written request to the LA for their child's name to be added to the waiting list.

For in-year applications, if the Trust receives more applications than available places, a waiting list will be maintained until the end of the term in which the application was received. If places become available in any year, they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Arrangements for appeals panels:

Where a parent/carer has been refused a place for their child at Bluecoat Trent Academy, they will have the right to appeal to an independent appeal panel. The arrangements for appeals will be in line with the School Admissions Appeals Code published by the Department of Education. The determination of the appeal panel will be made in accordance with the School Admission Appeal Code and is binding on all parties.

Appeals should be made to the Independent Appeals Clerk, c/o Bluecoat Trent Academy, Pelham Avenue, Nottingham, NG5 1AJ within 20 school days of the refusal. Information on the timetable for the appeals process is on our website www.bluecoattrent.co.uk under **Prospective Parents > Appeals**.

Notwithstanding these arrangements, the Secretary of State may direct the Trust to admit a named student to the Academy upon application from any Local Authority. Before doing so, the Secretary of State will consult with the Trust.

General:

Late Applications:

The Local Authority and the Trust may be willing to accept applications which are received late but before **5:00pm** on **28th November 2025** for good reason, for example:

- a family returning from abroad;
- a lone parent/carer who has been ill for some time;
- a family moving into Nottingham City from another area; or
- other exceptional circumstances.

Each case will be treated on its merits. All other late applications that are received after the Nottingham City Council deadline date will be dealt with after the national offer day.

Fair access protocol:

The 2009 School Admissions Code required all local authorities to establish in-year fair access protocols to ensure that access to education is secured quickly for children who have no education place, and to ensure that all schools and academies in an area admit their fair share of vulnerable and challenging children and young people. The code requires that all educational settings and academies must participate in their local authority's protocol in order to ensure that unplaced children are offered a place at a suitable educational setting as quickly as possible. This includes admitting children above the published admission number to schools and academies that are already full. Bluecoat Trent Academy and the Trust will participate fully in the Nottingham City Council's fair access protocol.

Notes:

1. Children in Public Care – A looked after or previously looked after child is:

(a) in the care of a local authority or being provided with accommodation by a local authority in the exercise of their social services functions in accordance with section 22(1) of the Children Act 1989, at the time of making an application to a school.

(b) or a child who has been *adopted, placed under a **special guardianship order, or subject to a ***child arrangements order after being in care. This also extends to children who are considered to have been in state care outside of England if they were in the care of, or accommodated by, a public authority, a religious organisation, or any other care provider whose primary purpose is to benefit society.

*an adoption order refers to an order under the Adoption Act 1976 (see section 12, adoption orders), as well as children adopted under the Adoption and Children's Act 2002 (see section 46, adoption orders).

**Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

***child arrangements orders are defined in Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order.

2. Children of staff – The term staff child includes:

- a biological child of staff members;
- an adopted child of staff members;
- a stepchild* living in the same household as the member of staff, where the staff member's spouse or civil partner is the child's parent / legal guardian.

3. Sibling – The term sibling includes:

- a brother or sister who share the same parents;
- a half-brother or half-sister, where two children share one common parent, living at the same address;
- a stepbrother or stepsister, who are related by a parent's marriage or civil partnership, living at the same address,
- adopted or fostered children or children living at the same address under the terms of a child arrangements or special guardianship order.

4. Home Address - the child's place of residence is taken to be the parental home, other than in the case of children fostered by local authority, where either the parental address or the foster parent's address may be used. Where a child spends part of the week in different homes, one of which is not a parental address, their place of residence will be taken to be their parent or parents' address. If a child's parents live at separate addresses, where the child permanently spends at least 3 school nights, i.e. Sunday, Monday, Tuesday, Wednesday or Thursday will be taken to be the place of residence, even when the child stays there for all or part of the week.

Evidence that a child's place of residence is permanent may also be sought. Such evidence should demonstrate that a child lived at the address at the time of the application, and will continue to live thereafter the time of admission. Informal arrangements, even between parents, will not be taken into consideration. Proof of residence from the courts regarding parental responsibilities in these matters may be sought.