



Bluecoat Aspley

believe in yourself, in others, in God

Admission Arrangements 2025/26

Bluecoat Aspley Church of England Academy

The Archway Learning Trust (hereafter referred to as the Trust) in liaison with The Diocese of Southwell & Nottingham, the Department for Education and Nottingham City Local Authority supports Bluecoat Aspley Academy. Bluecoat Aspley Academy offers secondary and sixth form education from age 11 – 18. The Academy is both distinctively Christian and inclusive. It is clear about its Christian ethos whilst welcoming children of other faiths or no faith.

How to apply:

Admission to Aspley 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 2025 is ***31st October 2024**. In addition to completing the Local Authority Common Application Form (Online Preference Form), parents / carers should complete a Bluecoat Aspley supplementary form available online on the academy website www.bluecoataspley.co.uk under the **Prospective Parents > How To Apply > Year 7 Intake September 2025** tab or from the academy office. Failure to complete both may result in your application not being considered under all possible criteria. Notification of school allocation will be made by the home local authority on National Offer Day. For September 2025 entry, the National Offer day is **3rd March 2025**.

*Parents wishing their child to take the Technology aptitude test will need to ensure their supplementary form is returned to the Academy before **Friday, 27th September 2024**.

For In-year admissions, please contact the Academy on 0115 929 7445 or complete the relevant online In-Year application form available on the academy website www.bluecoataspley.co.uk under the **Prospective Parents > How To Apply > In-Year Admissions 2024-2025 (Year 7-11)** tab.

Admission to schools outside the normal year group:

Bluecoat Aspley 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 circumstances 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.

Admission Arrangements:

Bluecoat Aspley Academy has a planned admission number of **180** places in Year 7.

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 Aspley 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 Aspley Academy in the statement or plan, the criteria will be applied in the order in which they are set out below. Where the number of places reserved in any criteria c-g are not filled that number of places will be added to the number of places available under criterion (h). If a student is not offered a place in the criteria of their choice they will be considered again under criterion (h).

- a) Looked after children or children 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) Children of staff³, specifically teaching or support staff, full or part-time on the payroll of the Archway Learning Trust working at Bluecoat Aspley 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) Up to **82** places will be offered to applicants who are involved in the work and worship of a Church⁴ of England Parish or another Christian Church that is a member of Churches Together in England or Evangelical Alliance. In the event of oversubscription within this category, the following criteria will apply:
 - i) whether the child or the child's immediate family is at the heart of a Church;
 - ii) whether the child or the child's immediate family is attached to a Church;

**** Please refer to notes on measurement of attendance on page 4.**
- d) Up to **10** places will be offered to applicants attending Bluecoat Primary Academy;
- e) Up to **11** places will be offered to applicants attending Church of England primary schools;
- f) Up to **15** places will be offered to applicants who are involved in, and committed to, the work and worship of one of the other world faiths⁴ other than Christianity, such as Buddhism, Hinduism, Islam, Judaism, Shintoism or Sikhism. In the event of oversubscription within this category, the following criteria will apply:
 - i) whether the child or the child's immediate family is at the heart of the Faith Community;
 - ii) whether the child or the child's immediate family is attached to the Faith Community.

**** Please refer to notes on measurement of attendance on page 4.**
- g) Up to **18** places will be offered to applicants on the basis of their aptitude in technology subjects as assessed through a written test. The applicants will be ranked in accordance to their score from highest to lowest and offers will be made until the up to 18 places have been filled. Parents will be informed of their rank before the closing date for secondary applications on 31st October 2024. Applicants that wish to be assessed in order to be considered for a technology place will need to ensure they have returned their supplement form to the academy by **Friday 27th September 2024**. Tests will be held during the week commencing **Monday 7th October 2024**.
- h) After the allocation of places in the above criteria the remaining places (at least **44**) will then be allocated to applicants in the order in which they are set out below:
 - i) places will be offered to children that have a sibling² who will be attending the Bluecoat Aspley Academy at the time of the applicant's admission;
 - ii) places will then be offered to children who live the shortest *distance from their home to the main entrance of Bluecoat Aspley Academy, Aspley Lane, Nottingham, NG8 5GY. 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.

In the event of oversubscription **within any criteria c-h** the following criteria will apply in this order:

- i) whether the child has a sibling² who will be attending the Bluecoat Aspley Academy at the time of the applicant's admission;
- ii) *the nearness of the child's home to the main entrance of Bluecoat Aspley Academy, Aspley Lane, Nottingham, NG8 5GY;
- 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 pupil's main home to the main entrance, of Bluecoat Aspley Academy, Aspley Lane, Nottingham, NG8 5GY, using the Nottingham City Local Authority computerised measuring system. For shared properties e.g. Flats, the centre will be taken from the centre of the building.

In-Year Admissions:

Applications for in-year admissions should be made directly to the Trust. If a place is available and there is no waiting list then a place will be offered to the applicant. If more applications are received than there are places available then applications will be ranked in accordance with the oversubscription criteria for the relevant provision. Parents and carers whose application is turned down are entitled to appeal to an independent appeal panel.

Waiting list:

In accordance with the Secondary Co-ordinated Admissions Scheme the Nottingham City Local Authority will maintain a waiting list for all City secondary schools and academies where the number of applications received during the normal admissions round for those schools and academies has exceeded the number of available places in Year 7. This waiting list will operate on the offer day and will be maintained up to 29th August 2025 after which it will cease to operate, thereafter the waiting list will be maintained by the Trust until the end of the autumn term 2025. Names of children will automatically be placed on the waiting list for a place where they have been refused a place and where it is ranked above that secondary school or Academy at which a place has been offered. For in-year applications, where the Trust receives more applications than there are places available, the Trust will maintain a waiting list until the end of the term of which the application was received. Where places become vacant 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 Aspley Academy, they will have the right of appeal to an independent appeal panel. The arrangements for appeals will be in line with the School Admission Appeals Code published by the Department for 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 Appeal Panel Clerk, c/o Archway Learning Trust, Aspley Lane, Nottingham, NG8 5GY, within 20 school days of the refusal.

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

General:

Late Applications:

The Local Authority and the Trust may be willing to accept applications which are received late but before **5:00pm** on **29th November 2024** 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 Aspley Academy and the Trust will participate fully in the Nottingham City Council's fair access protocol.

Admission Arrangements for Post 16 (age 16):

Bluecoat Sixth Form has a planned admission number (PAN) 190. Please visit www.bluecoatsixthform.co.uk for the admission arrangements, courses and how to apply or email BAAsixthform@bluecoat.uk.com or phone 0115 9007215.

Notes:

1. Children in Public Care – A looked after or previously looked after child 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 in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). 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. 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).

2. Sibling - The term sibling includes a brother and sister who share the same parents, a half brother or sister sharing one common parent, a step brother or sister related by their parent's marriage or civil partnership, adopted or fostered children or children living in the same household under the terms of a child arrangements or special guardianship order.

3. Children of staff - includes stepchildren that are living in the same household. Stepchildren are defined as children whose biological parent / legal guardian marries a person who isn't the child's biological parent.

4. Faith Criteria - All applicants seeking places under criteria c) or f) should give the name and address of your parish priest, minister or equivalent religious leader who will be contacted to confirm the level of your child's/your commitment to your church or religious group. The reference will need the signature of two officers/leaders of the Church/Religious Group. The Trust will send a reference to the named referee only once. Parents should inform the named referee to expect a reference and ensure the referee receives, completes and returns the form to the Trust within the mentioned timeline in order to be considered under the above criteria.

i) An applicant 'at the heart of the church / religious group' would be a frequent worshipper. This might mean one who worships twice a month. To accommodate difficult patterns of work and family relationships account should be taken of week-day worship. The worshipper could be the child for whom application is made or one or both parents. This pattern of frequent worship may be typical of a member of the Church of England or another Christian Church that is a member of Churches Together in England or Evangelical Alliance; however it may differ for members of other faiths where the Religious Leader would provide the guidance relevant to their faith. **** Please refer to notes below on measurement of attendance.**

ii) An applicant 'attached to the church / religious group' would be a regular but not frequent worshipper, by which is meant (for example) one who usually attends a monthly family or church parade service or is regularly involved in a weekday church activity including an element of worship. This pattern of regular worship may be typical of a member of the Church of England or another Christian Church that is a member of Churches Together in England; however it may differ for members of other faiths where the Religious Leader would provide the guidance relevant to their faith. **** Please refer to notes below on measurement of attendance.**

Measurement of Attendance

**** In the event that during the period specified for attendance at worship the church or, in relation to those of other faiths, relevant place of worship, has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church, or in relation to those of other faiths, relevant place of worship, or alternative premises have been available for public worship"**