



*Imagine anything, create the  
impossible*

## Admissions Policy

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Next Review	July 2025
Head Teacher	Sarah Doyle
Chair of Governors	Chris Duckling
Version	2

### Equalities Statement

Over recent years, schools have (in line with other institutions and public bodies) been working towards an improved understanding of the diverse nature of their communities. Much of the work is in response to new legislation that places an increased duty on schools and other settings to tackle radicalisation and to establish a positive ethos of British Values. Legislation requires schools both to eliminate direct or indirect discrimination, victimisation or harassment and to promote equalities for students, staff and others who use school facilities. In our Academy we work to ensure that there is equality of opportunity for all members of our community across a range of protected characteristics, which include: Race, Disability, Gender, Sexual Orientation, Religion and Age as well as any other

factors which have the potential to cause discrimination, e.g. socio-economic factors.

## **Transition from Primary to Secondary School**

Every effort will be made to ensure that students coming into the school make the change from primary to secondary education as smoothly as possible. The school will begin this process as soon as parents have been informed about school places. A transition program will follow including visits to the primary schools by the SENDCo, pastoral staff including the Head of Year 7 and or the Assistant Headteacher in charge of Transition. There will be meetings with teachers, students, and other professionals at the primary school, and visits to the Turing School for vulnerable students. Children with Special Educational Needs will have the necessary additional provision.

Data collection is organised by the Data manager who works closely with primary schools to ensure all details are transferred prior to transfer including details about friendship groups to support student grouping.

A full Transition Programme will take place as soon as places have been allocated in March 2023, culminating in a transition day for all students transferring into Year 7 supported by a New Parent Information Evening held at the same time. In the autumn term a settling in Parents' Meeting will also take place. Dates and times to be confirmed.

## **In Year Admissions**

Throughout the year the Local Education Authority places students with us who have been moved into the area or students who seek a change of schools. Some of our students leave for similar reasons. There is a vulnerable student protocol administered by the Local Education Authority.

All applications for "in year admissions" should be made directly to The Turing School for all year groups by emailing the main office at [tts-office@swale.at](mailto:tts-office@swale.at) for the attention of the Admissions Assistant Headteacher.

An appointment will then be made for the student and parent/carer to meet with a Senior Member of Staff. The pastoral team along with the Attendance Officer will then supervise the admittance of the student. The SENCO may be involved in this process and there will be some discussion with the local authority regarding the balance of students admitted to the school.

## **Pre-emptive Managed Transfers and Permanent Exclusions**

Discussions will take place with the local education authority and other local Headteachers to manage the transfer of some difficult and challenging students. The Deputy Headteacher leading on Behaviour and Attendance will interview the students with their parents and a representative from the Secondary Behaviour and Attendance Service. The Assistant Headteacher will then supervise the admittance of the student.

## **The Turing School Admissions Arrangements for September 2023**

The Turing School opened on 1st September 2020 and is part of the Swale Academies Trust. The admission authority is the Local Governing Body of the school.

The Governors intend to admit a maximum of 189 pupils to Year 7.

### **1. Applications**

Applications for the September 2025 intake for the Academic year 2025/26 must be made using the East Sussex County Council's application procedure. Parents can apply online at

[www.eastsussex.gov.uk](http://www.eastsussex.gov.uk) or a paper form is available from the primary school, The Turing School main office or the Admissions and Transport Team at the address below. Completed paper applications should be returned to:

The Admissions and Transport Team

PO Box 4 County Hall

St Annes Crescent

Lewes

East Sussex, BN7 1SG

<https://new.eastsussex.gov.uk/educationandlearning/schools/admissions>

The closing date for Year 7 applications is 31st October 2024. The Governors will prioritise students with an Education, Health and Care Plan (EHCP) where The Turing School is named in the document.

## 2. Late Applications

Any application that arrives after the closing date of 31 October 2024 for entry in September 2025 will be dealt with after the main allocations have been made. These late applications will be placed on the waiting list for Year 7. At this point the oversubscription criterion applies and the applicant at the top of the waiting list will be offered a place should one become available.

## 3. Oversubscription Criteria

If there are more applications than places available at the school, the criteria below will be used to determine which children are offered the available spaces, and will be applied in the following order of priorities.

- Looked after children and children who were looked after, but ceased to be so because they were adopted (or subject to residence orders or special guardianship orders) immediately following being looked after.
- Children who will have a brother or sister\* at the school (or linked junior school) at the time of admission and who live at the same address, within the predefined community area\*\*.
- Other children living within a predefined community area\*\*.
- Children who will have a brother or sister\* at the school (or linked junior school) at the time of admission who live at the same address, outside the pre-defined community area\*\*.

### Tiebreaker

If there are more children who qualify under an oversubscription criterion than places available, place allocation will be determined by prioritising applications within that criterion by the distance measured by the shortest walking route from home to school using the Authority's Geographical Information System (GIS). Distances are measured from the child's home to the nearest gate used by pupils at the school.

### Twins/Children from Multiple Births

Where the admission of twins, or all siblings from a multiple birth would cause the school to rise above its Planned Admission Number, these twins or, all of the siblings will be admitted.

#### 4. Other Children

Further information about how schools places are allocated in East Sussex can be accessed via the following link on the East Sussex County Council website:

[http://www.eastsussex.gov.uk/educationandlearning/schools/admissions/admissions\\_rules](http://www.eastsussex.gov.uk/educationandlearning/schools/admissions/admissions_rules)

\*Children are 'siblings' if they are full, half, adoptive or foster brother or sister living in the same household including siblings attending sixth forms.

Children who have a brother or sister who joined the school prior to 1 September 2020 and who is still on roll, will be assigned to priority 2 under the previous arrangement which gave priority to brothers and sisters regardless of whether they live in the pre-defined community area or not. This condition no longer applies to Frant CE Primary School as these priorities were adopted with effect from September 2012 and children admitted before that date have now left the school.

\*\*Further information about community areas for secondary schools in East Sussex can be accessed via the following link on the East Sussex County Council website:

<https://new.eastsussex.gov.uk/education-learning/schools/admissions/apply-secondar>

#### **y 5. Applications for In Year Admissions**

All applications for in-year admissions should be made directly to The Turing School for all year groups by emailing the main office at [tts-office@swale.at](mailto:tts-office@swale.at) for the attention of Admissions Assistant Headteacher Alternatively, write to

Admissions  
The Turing School  
Larkspur Drive  
Eastbourne  
East Sussex, BN23 8EJ

#### 6. Waiting Lists

Details of any unsuccessful applicants will be held on a waiting list which will be kept in the order of the oversubscription criteria above. Please note that our waiting lists are automatically cleared three times a year on 31 December, 30 April and 31 August. Applicants will need to reapply to join the waiting list after these dates.

#### 7. Right of Appeal

There is a right of appeal to an Independent Appeals Panel for unsuccessful applicants relating to school admissions at age 5 (statutory school age) or above. Details on Admissions Appeals can be found in the Admission Appeals Code

<https://www.gov.uk/government/publications/school-admissions-appeals-code>

