

Langley Park School for Girls

Headteacher: Ms Katie Scott



LANGLEY PARK SCHOOL FOR GIRLS

ADMISSIONS CRITERIA YEAR 2020 - 2021

The Governing Body of Langley Park School for Girls has determined the admissions criteria and arrangements for 2020-2021 will be as follows:

1. Admission to Year 7

1.1 In September 2020, Langley Park School for Girls will admit 240 pupils into Year 7. The published admission number is inclusive of students with a statement of special educational needs or an Educational Health Care Plan that are admitted to the school pursuant to the school being named in part 4 of their statement or Health Plan.

1.2 In the event of over-subscription, the following criteria will apply in priority order:

(i) Looked After Children (Children in Public Care) definition:

(A) A looked after child is a child who 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. These children must still be "looked after" when the child starts school unless (b) applies.

(B) Or a child who was previously looked after by an English or Welsh local Authority, and immediately after being looked after became subject to an adoption, residence, or special guardianship order. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002.

(ii) Siblings of pupils in school at the time of proposed entry.

Sibling - in this context, is defined as a full brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case the child should be living in the same family unit at the same address. Sibling applications will only be accepted for siblings of pupils in Years 7 to 10; siblings of pupils in Year 11 whose parents have confirmed their commitment to the pupil continuing into Year 12 (written confirmation will be required) and siblings of Year 12 pupils who are attending a 2 year course. However, siblings of Year 13 students will not be accepted.

(iii) Children of Staff at the School

Langley Park School for Girls may give priority in the oversubscription criteria to children of staff directly employed by the School in either or both of the following circumstances:

- Where the member of staff has been employed at the School 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.

Langley Park School for Girls, Hawksbrook Lane, South Eden Park Road, Beckenham, Kent BR3 3BE

Tel: 020 8639 5200 • info@lpgs.bromley.sch.uk • www.lpgs.bromley.sch.uk

Part of Langley Park Learning Trust. Registered Office: Langley Park School for Girls, Hawksbrook Lane, South Eden Park Road, Beckenham, Kent BR3 3BE

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(iv) Proximity

Distance will be measured (in a straight line) from the front door of the child's home address (including flats) to the main entrance of the school building, using the Local Authority's computerised measuring system that identifies the unique national grid reference (Easting and Northing) for the property. Those living closer to the school receiving the higher priority. The furthest distance reached is checked to confirm it is unique. Where the next applicant measures the same, the system will go to further decimal places within a measurement to qualify who is nearer. Where applications are received from flats that have the same "easting and northing" measurements, places will be allocated by door number; the lower the number the higher the priority. 'Home' being where the child normally resides as their only or principal residence. Addresses involved in child minding (professional or relatives) are excluded. Parents will be asked to provide documentary evidence to confirm an address and parental responsibility.

1.3 The School will comply with locally agreed application procedures and timetables. Applications should be made in writing using the Common Application Form.

2. Waiting list

1.4 Any child not offered a place will be placed on the waiting list co-ordinated by the Local Authority and will have the statutory right of appeal. Waiting lists will be maintained in the order of the published admissions criteria.

3. Appeals

Those wishing to appeal should register their intention to do so, by sending a letter addressed to the School c/o The Clerk to the Independent Appeals.

4. Admission to Year 12

The maximum capacity of the School's accommodation for Year 12 students is 300 places, although there are other limitations on class sizes for specific subjects. In order to achieve entry into our Sixth Form, students must meet the required entry criteria for each of the courses they wish to study in the Sixth Form. Please see the Sixth Form Prospectus for entry criteria for individual courses. Students studying other qualifications such as Scottish Highers should contact the school for guidance.

Places in the Sixth Form will be allocated in the following order of priority:

- Looked after and previously looked after children who meet the entry criteria
- Applications from Internal students who meet the academic entry criteria
- Applications from external students who meet the academic entry criteria

In the event of over-subscription, the criteria set out above at 1.2 will apply. Students and their parents have a statutory right of appeal against the decision to refuse them admission into the Sixth Form. Those wishing to appeal should register their intent to do so, by sending a letter addressed to the school c/o The Clerk to the Independent Appeals Panel within 30 days of the GCSE results day.

5. In-year Year 8-11 Admissions

Whenever an application is received for a student to join a year group at a time other than when transferring from Year 6, the School will, in the event of over subscription, consider each case in the light of genuine need. Any student not offered a place will be placed on the Local Authority waiting list. Parents have a statutory right of appeal.

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6. Fair Access Protocol

This refers to a statutory requirement placed by the DCSF with effect from September 2007 to agree a protocol for sharing 'hard to place' secondary aged students in local secondary schools. Children directed via Fair Access Protocol will take precedence over any child already on the School waiting list and this includes admitting children over the published admissions number.

7. Falsifying information

Falsifying information to gain advantage in obtaining a school place will lead to the withdrawal of the offer of a place. If it is found that a place has been achieved by falsifying information, any further siblings will not be considered.

Current Appeals Procedures

The conduct of an Appeals Panel is governed by the DfE School Admission Appeals Code of Practice. This is a summary of current procedures:

- An appeal must be submitted in writing setting out the grounds on which it is made.
- Parents must be given the opportunity to attend and speak at the meeting.
- The appeal will be heard in private and be conducted in an informal atmosphere.
- The Appeal Panel will weigh-up the case submitted by the parent/carer against the case made by the school (which is normally that the school is full and to admit more pupils would cause prejudice).
- The Appeal Panel's decision is binding on the Authority and the School.

If you consider that the Panel acted improperly or unreasonably in handling your case you can make a complaint to:

Academy Admission Appeal Complaints
Academies Central Unit, Education Funding Agency
8th Floor, Earlsdon Park
Butts Road
Coventry CV1 3BH
<http://www.education.gov.uk/>

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Appeals Timetable For Year 7 Admissions For September 2019

Appeals resulting from application for admission to Year 7 in September 2019 will be heard according to the following timetable:

ON TIME APPLICATIONS (received by 31/10/18)	KEY DATES/ DEADLINES	NOTES
Allocation Day	Friday 1st March 2019	
Deadline** for receipt of appeal form	Tuesday 30th April 2019	** Appeals submitted after this date will be heard within 40 school days of receipt of the appeal form. 2.4 of the School Admission Appeals Code (2012).
Appeal Hearings	4th-5th June 2019	* Notification of appeal hearing will be given at least 10 school days before the appeal hearing. Parents may waive their right to 10 school days' notice of the hearing. (2.7 School Admission Appeals Code, 2012). * Additional supporting evidence (for both the admission authority and the appellant) must be submitted no later than 7 days before the appeal hearing or may not be considered by the panel (2.10 School Admission Appeals Code). * Admission Authorities to provide evidence to clerk at least 7 days before hearing date. * Clerk to send appeal papers to panel and parties at least 5 school days before appeal.
LATE APPLICATIONS (those received after 01/11/2018)	DEADLINES	NOTES
Appeals heard	Within 40 school days of the deadline for appeals wherever possible, or 30 school days of the appeal being lodged.	* 2.3b School Admission Appeals Code (2012).
IN-YEAR APPLICATIONS	DEADLINES	NOTES
Appeals heard	Within 30 school days of the appeal being lodged.	* 2.3d School Admission Appeals Code (2012).
SIXTH FORM APPEALS	DEADLINES	NOTES
Offer of place conditional upon examination results	Within 30 school days of confirmation of those results.	*2.3c(i) School Admissions Appeals Code (2012).
Offer of place not conditional upon examination results	Within 40 school days of the deadline for lodging appeals.	*2.3c(ii) School Admissions Appeals Code (2012).

Decision letters for all heard appeals will be sent within FIVE school days of the hearing wherever possible.

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