



Tudor Grange Academy Solihull  
Dingle Lane  
Solihull  
West Midlands  
B91 3PD

## Determined Admission Arrangements for Admission September 2023

The admission arrangements were originally determined by the Governing Body on 27<sup>th</sup> January 2022. They were subsequently varied by the Governing Body on 22<sup>nd</sup> January 2024 to give effect to a determination of a Schools Adjudicator published on 14 August 2023, in accordance with Paragraphs 3.6 and 3.7 of the School Admissions Code 2021. The appropriate bodies have been informed. The formatting of this document (green text and crossed out text) shows where the arrangements were varied.

Our admissions process is part of the Local Authority coordinated scheme. The Academy's published admission number (PAN) is 280. Where the number of applications is lower than the admission number, all applicants will be admitted. If there are more applications than places available then all applications will be considered against the published school criteria.

If Tudor Grange Academy Solihull is oversubscribed, after the admission of pupils with an education, health and care plan that names the Academy in the plan, priority for admission will be given to those children who meet the criteria set out below, in priority order:

**Priority 1:** ~~All looked after children in the care of a local authority (e.g. foster care) or previously looked after children who are now adopted or subject to residence order or special guardianship order; or children whose exceptional social or medical reason can only be met by Tudor Grange Academy Solihull. This includes children who appear (to the admission authority) to have been in state care outside of England and have ceased to be in care as a result of being adopted, as well as children who were adopted (or subject to child arrangement orders or special guardianship orders) immediately following having been looked after in England.~~ Looked after and previously looked after children. A 'looked after child' is one who 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 England. A 'previously looked after child' is one who was looked after in England, but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Governing Body to have been in state care outside of England (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.

**Priority 2:** Children with an exceptional social and/or medical need that results in only Tudor Grange Academy Solihull being suitable for their needs, and no other school being suitable. Applications in this category must be accompanied by evidence from a professional that confirms the nature of the need, and sets out why only Tudor Grange Academy Solihull is suitable, and why no other local school would be suitable.



National Teaching School  
designated by  
National College for  
Teaching & Leadership



Pupil Premium  
Awards 2016  
Local Winner  
Secondary schools with  
published KS4 results



**Priority 3:** Pupils in Year 6 attending Tudor Grange Primary Academy St James.

**Priority 4:** Pupils in Year 6 attending Tudor Grange Primary Academy Hockley Heath, living in the catchment area of Tudor Grange Academy Solihull.

**Priority 5:** Pupils living in the catchment area of Tudor Grange Academy Solihull.

**Priority 6:** Children who live closest to the Academy measured in a straight line from the child's home to the Academy.

#### Notes:

- 1 Children with an education, health and care plan that names Tudor Grange Academy, Solihull, will be offered a place first. This will reduce the number of places available.
- 2 For priority group 5 only, if there are more children wanting places than there are places available, we will offer places to children living in the catchment area in the following order:
  - Children living in catchment who will have an older brother or sister at the school on roll in years 7 to 11 at the time of their admission in September 2023.
  - Children living nearest the school, measured in a straight line from home to school. All other children.
- 3 A brother or sister must live at the same address and could be:
  - A brother or sister sharing the same parents;
  - A half-brother or half-sister, where two children share one parent;
  - A stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
  - The separate children of a couple who live together; or
  - An adopted or fostered brother or sister.
- 4 **Tie breaker.** For priority group 5 In all priority and sub-priority groups above, when there are more children than places at the school available, those living nearest the school (measured in a straight line from home to school) will be offered places first. Distances are measured by the Local Authority Solihull Metropolitan Borough Council's computerised admissions system. The admissions system uses six-figure grid references provided by the Local Land and Property Gazetteer (LLPG). The grid references provide a unique point on each property. The grid reference for the Academy is the main pedestrian gate.
- 5 If two or more applications in the same priority have the same distance, but only one fewer places than this can be offered, the Local Authority Solihull Metropolitan Borough Council will use a computerised random allocation system to decide which applicant has the highest priority.
- 6 Waiting lists are produced maintained for all year groups and school years in strict order of priority against using the oversubscription criteria set out above, not by reference to the date the child's name was added to the list. This means that a child may go down as well as up the

list as new names are added and the list is re-ranked. ~~and~~ The Academy's waiting lists are managed on its behalf by ~~the Local Authority~~ Solihull Metropolitan Borough Council.

- 7 ~~Applications received after the closing date are late and will not be processed until after the published offer day. Late applications will be considered when places are allocated from the waiting list.~~ Applications in the 'normal admission round' (i.e. applications for admission to Year 7 at the start of September) are coordinated by the child's home Local Authority. This includes applications received after the closing date for applications (31 October 2022) but still in time to be processed and parents notified of the outcome on 'national offer day' (1 March 2023). Where applications are not received in time to be processed before 'national offer day', this will inevitably reduce the chance of achieving a place if the school is oversubscribed and all places have therefore been allocated. Parents are strongly encouraged to ensure they apply on or before the closing date for applications for this reason.

If the school is undersubscribed, then any parent that applies, including those who have applied late, will be admitted.

- 8 ~~If possible,~~ <sup>p</sup> Places will be offered at the ~~same school~~ Academy to all twins, triplets and children from other multiple births, even if fewer achieve a place in the normal way. ~~If only one place can be offered the parent will choose which child should have the place.~~
- 9 The home address is the place where the child is permanently resident with his or her parents. If care is shared between two parents, ~~you~~ <sup>parents</sup> will need to provide a copy of ~~the~~ <sup>any relevant</sup> court order defining the ~~child arrangements with the application to the council.~~ In the absence of a court order, ~~the council will use the address of the parent who is in receipt of the child benefit. You will need to send a copy of your child benefit award for the last two years~~ <sup>parents will be required to provide satisfactory documentary evidence of the address at which the child lives and sleeps for more than 50% of their time from Sunday to Thursday night during term time (e.g. registration with a GP, dentist, optician, child based tax credits, etc.).</sup>
- 10 In-year admission applications. An in-year admission application is one made for Year 7 on or after the first day of term in September, or to any other year group at any time. The Academy has opted into Solihull Metropolitan Borough Council's coordinated scheme for in-year admissions, which means that in-year ~~A applications for a place at the Academy at any time other than the normal time for admissions (in year admissions) should~~ <sup>must</sup> be made to Solihull Metropolitan Borough Council, not the Academy. Parents/carers should fill in the ~~Solihull Council~~ form published on the relevant page of their website and return it to them. Applications will be processed within a maximum of 15 school days. If there is a vacancy in the relevant year group a place will be offered. If more applications are received than there are vacancies, the oversubscription criteria set out above will be applied to determine who is offered the place(s) available. ~~If the year group is full the Governing Body will apply the admission criteria to the application so that it can~~ <sup>Unsuccessful applicants</sup> will be placed on the waiting list in rank order, as set out above.
- 11 The Governing Body recognises its duty to comply with the Local Authority Fair Access

Protocol to provide fair access to school for pupils who need a school place because they have missed, or are at risk of missing, education.

- 12 All parents who are refused a place for their child, in or outside the normal admission round, have a statutory right of appeal. The Academy outsources the administration of admission appeals to Solihull Metropolitan Borough Council. Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may phone Solihull Council for a form or access it on the relevant page of their [website](#). Full details of the statutory right of appeal will be included in the refusal notification letter. Appeals will be heard by an independent panel.
- 13 Requests for admission outside normal age group. Parents who would like their child to be admitted to a year group above or below their child's normal year group must make a separate 'request for admission outside normal age group' directly to the Academy for permission. We strongly recommend that parents submit their request well in advance of the statutory closing date for their child's normal age group, so that they are able to make informed decisions when submitting subsequent applications for admission.
- 14 Parents must submit their request in writing directly to the Academy, and attach any supporting documentation (including but not limited to letters from professionals) that they believe will assist the Governing Body in coming to a decision. Parents should refer to Paragraphs 2.18 to 2.20 of the School Admissions Code 2021 (Code) before preparing their request/supporting documentation, so they understand what factors the Governing Body will consider.
- 15 The Governing Body will consider the request in accordance with Paragraphs 2.18 to 2.20 of the Code, and notify the parents in writing of the outcome of their request. Where the request is refused, the Governing Body will set out clear reasons for this in their letter. There is no statutory right of appeal against the refusal of a request for admission to a different year group, as there is for refusal of a place per se. Parents may, however, complain to the Academy in this respect.
- 16 Where the Governing Body agrees the request, this is agreement in principle only, and does not amount to the offer of a place in the desired year group. A separate application for admission must be made in the usual way, which will be considered along with all other applications received with places being allocated as set out above.