



**12112**  
**ADMISSIONS POLICY**  
**2023/2024**

**YEAR 7 ENTRY**  
**SEPTEMBER 2023**

## Admission Arrangements

Our admission number for the academic year 2023/2024 will be 300; this is the maximum number of Year 7 children that we will admit in September at the beginning of the Autumn Term.

If the college is oversubscribed, then the following admissions criteria will be applied to decide which children should be offered the available places.

The criteria below are in priority order.

1. Children in public care and those who have been previously looked after (see note (i & ix) below); then
2. Children for whom the college accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the college (see note (i) below); then
3. Children of current employees of the school who have had a permanent contract prior to the admissions deadline or with immediate effect if the member of staff is recruited to fill a post for which there is a demonstrable skills shortage; then
4. Children with older brothers or sisters attending the college when the younger child will start (see note (ii) below); then
5. Children living within the college's outer geographical priority area (see below, note (iii) and the map on school website); then
6. Children living within the college's inner geographical priority area (see below, note (iii) and the map on school website); then
7. Children with older brothers or sisters who have completed their secondary education at Unity College within the last 2 academic years please ensure you state this on your application form with the name and date of birth of the sibling that has left.
8. Children living outside the college's geographical priority area (see note (iii & viii) below).

## NOTES

- i. The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a statement who have special needs. Children who have a statement for special needs or in education with a health care plan will have their applications considered separately, under a separate admissions process.
- ii. Brothers and sisters include step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration will be given to applying this criterion to full brothers and sisters who reside at different addresses).
- iii. The distance criterion which will be used as the tie breaker if there is oversubscription within any of the admission criteria is a straight line (radial) measure. If the college is unable to distinguish between applicants using the published criteria (eg twins or same block of flats) places will be

offered via a random draw. The distance measure is a straight line (radial) measure from the centre of the college building to centre of the house or accommodation that the child resides in.

- iv. A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admission process, including after a child has accessed a college place. The Local Authority will keep a waiting list for one term only until 31 December of the relevant year. The waiting list will be kept in the order of the oversubscription criteria.
- v. Children will not normally be able to start at college other than at the beginning of the term unless they have moved into the area or there are exceptional circumstances.
- vi. Applications for college places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.
- vii. Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for the college admission application. This will normally be the one where the child wakes up for the majority of college days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.
- viii. The highest priority will be given to looked after children and children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Further references to previously looked after children in the Code means children who were adopted (or subject to residence order or special guardian ships orders) immediately following having been looked after and those adopted from overseas.

## **ADMISSION TIMES**

Students new to the area will be admitted during term time at the earliest convenience. Students moving from other colleges within Burnley Learning Partnership will be admitted at the beginning of the new academic term unless there are exceptional circumstances. Then there must be the agreement of both Headteachers that a transfer may take place other than at the beginning of a new academic term.

## **GEOGRAPHICAL PRIORITY AREA**

### **Outer Geographical Priority Area**

This area includes the civil parishes of Briercliffe, Worsthorne with Hurstwood, Cliviger and Habergham Eaves.

### **Inner Geographical Priority Area**

This area includes central Burnley, including the Lowerhouse, Rosegrove, Rosehill, Burnley Wood, Stoneyholme, Danehouse, Burnley Lane and Heasandford districts.

A map showing the Inner and Outer Geographical Areas is available on the school website.

\*Related Documentation

Lancashire County Council Admissions Policy

Managed Moves Protocol

## SUPPLEMENTARY INFORMATION FORM

### UNITY COLLEGE, BURNLEY



#### Information for parents and carers

This form **does not replace** the online Admissions process at [www.lancashire.gov.uk/schools](http://www.lancashire.gov.uk/schools). Please ensure that you have completed the online Admissions application **fully** before you complete this form.

This form is designed to allow you to provide supplementary information which should help the Board of Governors of Unity College to accurately assess your child's eligibility for admission based on published Admissions Criteria. You can read the current Admissions Criteria for Unity at <https://www.lancashire.gov.uk/council/strategies-policies-plans/children-education-and-families/school-admissions/determined-2023-24-admission-arrangements/>

If you require any help or guidance in completing this supplementary information form, please contact the school.

**WHEN COMPLETED, THIS FORM SHOULD BE RETURNED TO UNITY COLLEGE, TOWNELEY HOLMES, BURNLEY BB11 3DF**

Please read this form carefully and complete all of the relevant sections.

1 Your child's full name:	
2 The full address at which your child is currently resident:	
3 If you have lived at a different address when a sibling of your child was transferring to post-primary education, please detail the full address here:	

This section will help us identify your family circumstances. Please state which of the following is true (*please only tick one box*):

	Tick (✓)	Additional Supporting Information
1 My child has siblings who currently attend Unity College:		<i>Please list the names and current classes of your child's siblings:</i>
2 My child has siblings who previously attended Unity College within the last 2 academic years:		<i>Please list the names and last form classes (if known) of your child's siblings</i>
3 Are you a member of staff of Unity College	Yes/No ( <i>please circle</i> )	

#### DECLARATION BY PARENT/GUARDIAN

I declare that the information detailed on this supplementary information form is true and accurate. I understand and accept that if it is proven that I have given false information on this form that my child's place will be withdrawn.

Signed ..... (Parent/Carer)      Date: .....

