



## **Basildon Upper Academy Admissions Policy 2025-26**

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Headteacher: Ms Rebecca Rees

Academy (Co-educational)

14–18

Published admission number Sept 2025: **455**

Number on roll Jan 2024: **929**

School Number: 881-6909

Applications will be considered against the criteria, and in the order, set out below. After the admission of children with statements of special education need which name the Academy on the statement, applications will be considered from:

- a) students in public care/ 'looked after' children and previously looked after children (see definition on page 13);
- b) children who, at the time of application, are on the roll of the Basildon Lower Academy. Priority will be given on the basis of the closeness of the child's home to either the Basildon Lower Academy or the Basildon Upper Academy, whichever is nearer. Proximity will be measured by straight line distance\*;
- c) other children. Priority will be given on the basis of the closeness of the child's home to either The Basildon Lower Academy or the Basildon Upper Academy, whichever is nearer. Proximity will be measured by straight line distance\*.

In the event of a tie in categories 'b' or 'c' above, the Chair of Trustees, supervised by an independent scrutineer, will draw names.

\* For the purposes of criteria (b) and (c) the straight line distance will be measured from the address-point of the student's home to the address-point of either Academy site, whichever is nearer and regardless of distance of travel. Where a student lives for part of each week at a different address, the 'home' address shall be that address which is the main family home and where the student spends the majority of the week.

### **How to apply for a place in Year 10**

Applications will be handled in accordance with the process and timetable for the co-ordination of student admissions to secondary schools published in this booklet.

Applications should be made as follows:

**Parents of children attending Year 9 of the Basildon Lower Academy** must sign the transfer register available at the Upper Academy by the published closing date to apply to transfer their child to Year 10 at the Upper Academy. If your child is attending the Basildon Lower Academy and you do not sign the transfer register at the Upper Academy, your child may not be offered a place at the school. This may result in your child being without a school place in Year 10 as the Upper Academy is the only school in Basildon and neighbouring areas that admits children into Year 10 as a normal year of entry. Parents can apply for a place in Year 10 at another secondary school as well as signing the transfer register at the Upper Academy by completing a Mid-Year Application Form available from the Local Authority. Applications for transfer to other schools in September 2024 received by the Local Authority on the Mid-Year Application Form will be treated as casual admissions and will not be determined until the second half of the summer term 2024. The offer of a place in Year 10 at an alternative school will be dependent on there being spaces available at the school.

**Parents with children in Year 9 at other secondary schools** who wish to apply for a place in Year 10 from September 2024 must complete the Upper Academy application form available from the LA and return it to the LA by the published closing date.

## **Admissions to Sixth Form**

Applications to The Basildon Upper Academy Sixth Form will be by an online application received by the Assistant Headteacher for Key Stage 5.

Our aim is to offer a range of academic and vocational qualifications to our sixth form students and many of these subjects have specific entry requirements relating to a student's GCSE grades. Our policy is to ensure that the students who join our sixth form are placed on courses that are appropriate to them and where they are likely to succeed. Students are invited to attend the open evening in October and also attend the induction day in July.

All students in Year 11 are encouraged to apply for the sixth form. We also accept applications from external students wishing to transfer from another provider. All students who submit an application are requested to state their provisional course choices. This is not a firm commitment and they will be able to change their mind after the GCSE results are published and in light of the sixth form timetable.

Applications open in November 2024 and remain open until the end of the academic year in July 2025, although we encourage applications to be submitted by April 2025.

Admission to Sixth Form will be determined by the Assistant Headteacher for Key Stage 5 in accordance with the following criteria in the order set out below.

All students, including those already enrolled within The Basildon Upper Academy Sixth Form, must meet the criteria below:

1. the student has met the specific entry requirements to the courses, which are published on the school website
2. That there is a suitable course available with a vacancy; group size will normally be capped at 25 but may vary depending on the nature of the subject and the resources available

The Academy will admit up to 70 external applicants in Year 12. If more than 70 external applicants apply for a place, after the admission of children with statements of special educational need which name the Academy, priority will be given in the following order:

1. Looked after children and previously looked after children (see definition on page 13);
2. other children. Priority will be given on the basis of closeness of the child's home to the Basildon Upper Academy, measured by straight line distance\*.

In the event of a tie in category 2, the Chair of Trustees, supervised by an independent scrutineer, will draw names.

\* For the purposes of criterion 2 the straight line distance will be measured from the address-point of the student's home to the address-point of the Upper Academy site, regardless of distance of travel. Where a student lives for part of each week at different address, the 'home' address shall be that address which is the main family home and where the student spends the majority of the week.

Waiting list held until: end of academic year.

A student ceases to be a student within the Sixth Form on accepting and attending any course at another institution.