

Mossbourne Community Academy

Admission Arrangements for 2023/24



Year 7 Admissions

Definitions

In this document the following words and expressions (unless the context requires otherwise) have the following meanings:

Mossbourne Community Academy – Throughout this document the terms ‘Mossbourne Community Academy’ and ‘the academy’ refer solely to the academy school located at 100 Downs Park Road, Hackney, E5 8JY. It should be noted that Mossbourne Community Academy acts as its own admission authority.

Hackney Education - is the name used by Hackney Council for the part of the council that provides education services. Hackney Education is not a separate entity and is part of the Children and Young People’s Directorate of Hackney Council. All references to Hackney Education mean Hackney Council. Hackney Education co-ordinate admission to all secondary schools in Hackney as part of the Pan-London agreement.

Siblings - Brothers and sisters living at the same address as the child for whom the application is being made. This includes half brothers and sisters, step brothers and sisters who live at the same address.

Geographic Information System - The Geographic Information System (GIS) refers to Hackney Education’s computer software by which straight line distance measurements are calculated from the academy’s front gate to the home address of applicants. Such measurements are used to place pupils into the inner, middle or outer zones.

Inner Zone – The area defined by the computerised GIS as being within a radius of 1km of the academy’s front gate

Middle Zone – Any location from 1km to 2.3km of the academy’s front gate

Outer Zone- Any location from 2.3km-4km of the academy’s front gate

CAT test – The Cognitive Abilities Test (CAT4 Level C) designed by GL Assessments which is designed to test a child’s ability in four areas: verbal, non-verbal, spatial and quantitative

CAT score – The mean result attained by an individual pupil on the CAT test

Band – The ability group into which an applicant is placed on the basis of their CAT score

Random Computerised Lottery – The process of allocation of places using a random computerised lottery system developed by a software company, independent of the academy and its sponsors



Process of Application

This policy will be administered fairly and impartially in accordance with the School Admissions Code 2021.

Mossbourne Community Academy has operated as an academy since 2004 and its admission arrangements will form part of Hackney Education’s co-ordinated admissions scheme. The academy intends to use the following timetable for applications each year (exact dates within the months may vary from year to year) agreed by Hackney Education and intended to secure a co-ordinated approach to admissions for parents/carers and pupils:

- a. **September:** the academy will publish on its website information about the arrangements for admission for the following academic year, including criteria for dealing with over-subscription. This will include details of the open evening for prospective pupils and their parents to visit the academy. The academy will also provide information to Hackney Education for inclusion in the composite prospectus, as required
- b. **September:** the academy will hold an open evening
- c. **October:** closing date for application forms to be returned (exact date to be specified)
- d. **November:** applications considered as part of Hackney Education’s coordinated admission arrangements
- e. **December-January:** applications considered by the academy and a list of applications ranked in

accordance with the academy's oversubscription criteria sent to Hackney Education

- e. **March:** offers of places notified in writing to parents by the home local authority

Consideration of Applications

The academy's published admission number is 216. The academy will consider all applications for places. Where fewer than 216 applications are received, the academy will offer places to all those who have applied.

Notwithstanding the above paragraph, the academy may refuse admission to particular applicants in cases where fewer than the published admission number have applied. The ability to refuse applications applies to applicants who have been permanently excluded from two or more other schools and the ability to refuse admission runs for a period of two years from the date of the last exclusion. Exclusions that took place before the child concerned reached compulsory school age do not count for this purpose and this provision does not apply to children with Education, Health and Care Plans (EHCPs); children who were reinstated following a permanent exclusion; and children who would have been reinstated following a permanent exclusion had it been practicable to do.

The academy may also, outside the normal admissions round, refuse admission to pupils where the academy considers that the admission of a child with challenging behaviour would prejudice the provision of efficient education or the efficient use of resources at the school. In this situation the case would be referred to the local authority for action under the fair access protocol.

Procedure for Allocating Places, Including Dealing with Oversubscription

All children applying to the academy will be asked to sit the CAT test. If the number of applications to the academy, in a particular year, exceeds the number of places available then the results of this test will be used for the purpose of assisting the academy in placing applicants into one of four ability bands.

Children will be placed into one of four ability bands, A, B, C and D dependent on their CAT score. The boundaries of each band reflect the national range of abilities and are as follows:

Band	CAT score
Band A	Above 110
Band B	101-110
Band C	91-100
Band D	90 and below

Where an applicant is unable to take the test, the applicant will be allocated an appropriate band on the basis of an assessment from the child's current primary school.

Having received a band allocation on the basis of their CAT score, each child will then be allocated to the Inner, Middle or Outer zone on the basis of the proximity of their home address to the academy using a GIS system. The academy will not normally undertake measurements for individual parents upon request.

Oversubscription Criteria

Of the 216 places available at the academy, 25% will be available to each of the four bands. These shall then be divided between the inner, middle and outer zones giving 50% to the inner zone, 30% to the middle zone and 20% to the outer zone. This gives the following numbers per band and zone as follows:

Band A Inner –	27 places
Band A Middle –	16 places
Band A Outer –	11 places
Band B Inner –	27 places
Band B Middle –	16 places
Band B Outer –	11 places
Band C Inner –	27 places
Band C Middle –	16 places
Band C Outer –	11 places
Band D Inner –	27 places
Band D Middle –	16 places
Band D Outer –	11 places

Children with Education, Health and Care Plans (EHCPs), for whom the academy is named on the EHCP, are admitted ahead of other applicants but will be included in the band and zone allocation into which they fall. Children with an EHCP and those meeting priority I to V, living further than 4km from the Academy's front gate will still be considered in the outer zone for the band in which they are placed

Starting with the inner zones of each band working from band A to band D in order, then the middle and outer zones in each band working from band A to band D in order, places shall be allocated according to the following oversubscription criteria:

- I A looked after child or a child who was previously looked after, but immediately after being looked after became subject to an adoption order, child arrangement order or special guardianship order including those children who appear (to the Academy Trust) to have been in state care outside of England and ceased to be in state care as a result of being adopted. For Internationally Adopted Previously Looked After Children (IAPLAC), the Academy Trust will follow the guidance issued by the Department for Education on IAPLAC. A looked after child is a child 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.

- II Children with a Child Protection Plan, for whom Mossbourne Community Academy is their nearest school
- III Children with a sibling on roll at the academy in Years 7 to 13 at the time of application
- IV Children of staff who work full time at Mossbourne Community Academy, with at least two years' continuous employment by Mossbourne Community Academy or where the academy reasonably considers a member of staff has been recruited for a position for which there is a demonstrable skill shortage
- V Children on roll at Mossbourne Parkside Academy at the time of application

If the total number of applicants meeting oversubscription criteria I-V in any one band and zone exceeds the stated number then places shall be allocated from the alternative zones within the same band, if available. For example, if Band A outer zone required more places, these would be taken alternatively from the other zones in Band A starting with the zone nearest the school, if they are available. In the case of it not being possible to offer all of the children in all of the oversubscription criteria a place, then those applicants offered places will be decided at random from within that criterion.

All remaining places in each band and the inner, middle and outer zone will then be allocated amongst remaining applicants in that band and zone using a random computerised lottery. In the case of twins or multiples, if one child is allocated a place through the lottery their sibling(s) will automatically be allocated a place from the band and zone in which they have been placed.

In the event of a tiebreak a random computerised lottery will be used.



Requests for Admission Outside the Normal Age Range

Parents seeking a place outside the normal age group at transfer from Year 6 to Year 7, or any other time of the school year (in-year transfer) and wish this to continue, should read the guidance regarding out of normal age group admissions in Hackney Education's Secondary School Transfer Guide available at [Hackney Education](#). Please note that such requests will only be agreed in very exceptional circumstances.



Operation of Waiting List

In-year Admissions

The academy will participate in the arrangements published by Hackney Education, which provide for the allocation of places in line with the academy's admissions

policy and the maintenance of a waiting list of pupils applying to the academy, should no vacancies be available at the time of application.

In September, banded waiting lists will be maintained for one term, in Year 7 only, using pupils' band positions from secondary transfer. Pupils who have not taken the banding test will be allocated to the appropriate band on the basis of an alternative assessment; where possible KS2 SATs results will be used. During this first term, vacancies arising in each band will be allocated to a pupil from the same band. Within each band, priority will first be given to pupils who meet criteria I-IV below in the order in which they are written and thereafter using a random computerised lottery.

After the first term in Year 7, and in all subsequent years, all places will be allocated in the same way. Priority will first be given to pupils who meet priority I-IV below in the order in which they are written here. If a place arises when there is no child meeting criteria I-IV, then places will be allocated from all pupils on the waiting list for that year using a random computerised lottery. In any tie-break situation, a random computerised lottery will be used.

- I A looked after child or a child who was previously looked after but immediately after being looked after became subject to an adoption order, child arrangement order or special guardianship order including those children who appear (to the Academy Trust) to have been in state care outside of England and ceased to be in state care as a result of being adopted. For Internationally Adopted Previously Looked After Children (IAPLAC), the Academy Trust will follow the guidance issued by the Department for Education on IAPLAC. A looked after child is a child 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.
- II Children with a Child Protection Plan for whom Mossbourne Community Academy is their nearest school
- III Children of staff who work full time at Mossbourne Community Academy, with at least two years' continuous employment by Mossbourne Community Academy or where the academy reasonably considers a member of staff has been recruited for a position for which there is a demonstrable skill shortage
- IV Children with a sibling on roll at the academy, in Years 7 to 13 at the time of application, who are joining the academy at any time beyond the standard Year 7 entry point

Year 9 Admissions

The Academy will admit up to 20 pupils each year into Year 9 who demonstrate an aptitude for rowing. This number will be in addition to the standard number of 216.

Parents should complete Hackney's in-year application form **in addition to** a supplementary information form that asks specific questions in relation to assessing a pupil's aptitude for rowing. Both forms must be completed and both forms are available from Hackney Education. The supplementary information form can also be downloaded from the academy's website.

Both forms must be completed and returned by **30th April**. The in-year application form must be returned to Hackney Education at the address on the form. The supplementary information form must be returned directly to the academy. If there are more applicants who have an aptitude for rowing than places available, priority will be given to those who score the highest in the physiological aptitude test.

Details of the aptitude test are available at www.mca.mossbourne.org

Selection of candidates will be undertaken using an aptitude test designed and carried out by the Head of Rowing. Successful candidates will be informed by **30th June**.