

**Determined:** Birmingham School Admission Criteria September 2021

School name	<b>Lordswood Girls' School</b>		
School address	Knightlow Road, Harborne, Birmingham B17 8QB		
Executive Headteacher	Mrs J. Götschel	Tel no:	0121 429 2838
Admission Number	154		

	<p><b>ADMISSIONS INTO YEAR 7</b></p> <p>Lordswood Girls' School is a Converter Academy, with a mixed sixth form.</p> <p>The school participates in the Birmingham Local Authority centrally co-ordinated admissions process. Applicants for Lordswood Girls' school should, therefore, complete the Preference Form and keep to all deadlines for the Birmingham process.</p> <p><b><u>Children with an Education, Health and Care Plan (Special educational needs).</u></b></p> <p>Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in the Plan. This gives any such children overall priority for admission to Lordswood Girls' if it is the named school. This is not an oversubscription criterion.</p> <p><b><u>Over Subscription</u></b></p> <p>Where applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which children to admit:</p>
Criteria	<p>1. Looked after or previously looked after children.</p> <p>A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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 (see the definition in Section 22(1) of the Children Act 1989). In the case of previously looked after children, admission authorities may request a copy of the adoption order, residence order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.</p>

	<p>2. Siblings</p> <p>(1) A child with a sister in the school (years 7 – 11), who is already at the school and who will still be on roll at the time when the child enters the school.</p> <p>(2) A child with a brother or sister in the Lordswood Sixth Form Centre who will still be on roll when the child enters the school.</p> <p>*Siblings are considered to be those children who live at the same address and either:</p> <p>i. have one or both natural parents in common;  or ii. are related by a parent’s marriage;  or iii. are adopted or fostered by a common parent.</p> <p>Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.</p> <p>Children not adopted or fostered or related by a parents’ marriage or with one natural parent in common, who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.</p>
	<p>3. Children who live nearest the school.</p> <p>Distance will be calculated according to a straight line measurement from the front door of the applicant’s home to the front gates of the school on the drive leading to the main school entrance (as the crow flies).</p>
Tie-breaker	<p>In a very small number of cases, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria.</p> <p>For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child’s year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.</p>

Home Addresses	<p>A student's home address is considered to be a residential property that is the child's only or main residence at the time places are allocated and is either;</p> <ol style="list-style-type: none"> <li>1. Owned by the child's parent(s), or the person with parental responsibility for the child or</li> <li>2. Leased to or rented by the child's parent(s), or the person with parental responsibility under lease or written rental agreement of not less than twelve months duration.</li> </ol> <p>Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.</p> <p>Where parents have shared responsibility for a child, and the child lives with both parents for part of the week then the main residence will be Proposed as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used for the allocation.</p> <p>If a student is allocated a place on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to be withdrawn.</p>
Waiting List	<p>If Lordswood Girls' was a parent's preferred choice of school and they have not been allocated a place, they will be informed of their right to appeal and asked if they wish to go on to the waiting list. Waiting lists are maintained for at least one term in the academic year of admission and children will be ranked in the same order as the published oversubscription criteria detailed above.</p> <p>Should places become available at Lordswood Girls', an offer to students from the waiting list will be made.</p> <p>Inclusion on Lordswood Girls' waiting list does not mean that a place will eventually become available. It may be that those already allocated places do not give them up and that Lordswood Girls' is unable to make further offers in the future.</p>
Appeals	<p>Appeals are administered by the Local Authority for this Academy. Parents who wish to appeal against the decision to refuse their child admission should contact the School Admissions and Pupil Placements Service on 0121 303 1888 to request an appeal form. Appeals will be heard by an independent panel..</p>
In Year Applications	<p>Applications made outside the normal admissions round (in-year admissions) should be made directly to the school. Parents/carers can apply for a place for their child at any time and to any school.</p> <p>On receipt of an in-year application, the school will notify the local authority of both the application and its outcome, to allow the local</p>

	authority to keep up to date with figures on the availability of school places in Birmingham.
Admissions into the Lordswood Sixth Form	<p>Lordswood Girls' School currently operates a sixth form of around 300 students.</p> <p>Admission is based on an assessment of the student's potential to benefit from the curriculum and facilities offered by the school.</p> <p>In the event of over-subscription preference will be given to existing pupils, then looked after or previously looked after children, then siblings, applicants to the Football, Basketball and Cricket Academies and then those who live nearest the school</p>

\*No supplementary information form is used by Lordswood Girls' School