

Doncaster UTC: Admissions Policy
Effective Date: March 2019
Review Date: March 2020



**SHAPING CAREERS
FORGING FUTURES**



1. Introduction

- 1.1. Doncaster UTC (DUTC) is a University Technology College specialising in engineering and creative & digital technologies. DUTC is a distinctive school led by employers and universities to provide an innovative and engaging learning environment and unique learning experience. DUTC will equip students with the education, skills and qualifications creating pathways in to higher education, apprenticeships, and employment in the most significant areas of economic growth locally, nationally, and internationally.
- 1.2. When applying to Year 9 or Year 12 at DUTC, parents, carers and students should note the unique offer at DUTC. DUTC will deliver a core curriculum based around STEM (science, technology, engineering and mathematics) subjects, with an opportunity for learners to select units focused towards engineering or creative and digital technologies if they wish. Students will spend much of their time at the UTC working on projects which will link in to the curriculum and are related to the specialisms. Our school day and terms are longer to prepare students for life after the UTC.
- 1.3. DUTC is committed to an open, fair and transparent admissions policy complying with the School Admissions Code and the School Admission Appeals Code (the Codes). In accordance with the Codes, DUTC will review its Admissions policy annually in line with the consultation timetable for admissions. This policy will be reviewed in readiness for entry in September 2022.
- 1.4. DUTC is located in Doncaster town centre and serves the town of Doncaster and the wider sub-region. This admissions policy seeks to ensure a fair balance between Doncaster and its neighbours and also to minimise the impact on any individual school.

2. Process of Application

- 2.1. DUTC will manage its own admissions arrangements for both Year 9 and Year 12 outside the normal local authority process for co-ordinating school offers. Applications should be made directly to DUTC.
- 2.2. Copies of the application form are available online from 1st September 2019 (www.doncasterutc.co.uk). Alternatively, a printed copy can be requested by contacting DUTC directly on 01302 976 515.
- 2.3. To receive an offer of acceptance by 6th March 2020, applications must be submitted by:
 - 12th December 2019 for students entering Year 9
 - 16th January 2020 for students entering Year 12

If we have not entered into a funding agreement with the Secretary of State opening the school by that date, they will be conditional offers and will be confirmed once we have a signed funding agreement.

- 2.4. Parents/carers (Y9) and students (Y12) will be expected to confirm acceptance of the place by 16th March 2020.
- 2.5. Applications after the 12th December 2019 (Year 9) and 16th January 2020 (Year 12) will be notified after 6th March 2020.
- 2.6. Inaccurate or false information on the application form may result in the place being withdrawn.

3. Published Admission Number (PAN)

- 3.1. For September 2020, DUTC will operate the following PAN:
 - Year 9 - 100 students.
 - If fewer Year 9 applicants than the PAN are received, all applicants will be admitted.
 - If more applicants than the PAN are received, the over-subscription criteria listed in **Section 5** will be applied.



- Year 12 - 100 students who meet the minimum entry requirements for post-16 courses (see **Section 6**).
 - If more than 100 eligible Y12 applicants apply, the oversubscription criteria listed in **Section 5** will be applied.
 - For academic year commencing September 2023, applicants who completed Year 11 at DUTC will be guaranteed a place in Year 12, providing they meet the minimum entry requirements

4. Special Educational Needs/Education Health and Care Plans

4.1. Students with an Education Health and Care Plan (EHCP) will be admitted to DUTC if DUTC is named on the EHCP.

5. Oversubscription Criteria

5.1. If the number of applicants to DUTC for Year 9 entry is at, or below, the PAN, as detailed in paragraph 3.2 of this policy, all applicants will be admitted.

5.2. The criteria in this section apply to entry at both phases of the school. Any students wishing to enter the sixth form will also be required to have met the academic entry criteria for the sixth-form set out below. If there are more applicants than places, the following criteria will apply:

Preferences will be sorted in the priority order of the criterion outlined below. Should there be insufficient places available within each criterion, places will be allocated by Random Allocation which will be independently ran and verified.

a) Looked After Children or Previously Looked After Children¹

b) Linked School

Up to 60 places in Year 9, 30 per school, will be available for students on roll of Hungerhill School and Hall Cross Academy at the published closing date. In Year 12 up to 10 places per school.

c) Trust Partner Schools

Students who had previously attended a school which is a member of the 'Brighter Futures Learning Partnership Trust'. The Trust schools are:

- Hungerhill School
- Kirk Sandall Infants and Junior Schools
- Dunsville Primary School
- Barnby Dun Primary Academy
- West Road Primary Academy

In addition, Hall Cross Academy is identified as a feeder school although not part of the Brighter Futures Learning Partnership Trust.

d) Siblings

Students with a sibling¹ living within the same family unit (e.g. stepchildren) who will be attending the requested school at the point of admission.

Where there are insufficient places in the appropriate year group to enable all siblings from a family unit to be admitted, including twins, triplets, etc., all will be admitted.

¹ 'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.



e) Students who are ordinarily residentⁱⁱ in the catchment area.

Students living within the designated catchment area of the school. Our catchment area is defined by postcodes DN1-12 and S64.

f) Students who are ordinarily residentⁱⁱⁱ outside of the catchment area.

Students living outside the designated catchment area of the school. Our catchment area is defined by postcodes DN1-12 and S64.

6. Tie Breaker

6.1. Children who live nearest to the requested school measured in a straight line from the point of the front entrance of the pupil's place of ordinary residence, to the entrance nearest to the reception of the UTC.

6.2. If two or more pupils live equidistant from the school, the distance each pupil lives by road from the preferred school will be measured and the place offered to the pupil who lives nearest by this means. In the event of this being equal (e.g. in the case of flats), places will then be decided by Random Allocation.

6.3. Measurements will be made using an appropriate address mapping computer program.

7. Academic entry criteria for Year 12

7.1. In order to be eligible for entry or progression into year 12, applicants and our own year 11 students will normally be required to have met the following academic entry criteria:

- 5 GCSE passes at grade 4 or above or A*-C or equivalent, including Maths and English
- Grade 6 at GCSE for A Level subjects
- Access to A level Physics and Chemistry will require a minimum of grade 6 in GCSE Maths
- Access to the Extend Diploma in Engineering or Creative and Digital Technologies would require a minimum of 5 grade 4s at GCSE including English, maths and science.
- Level 2 options are also available at both UTCs; students wishing to apply for this option will need 4 GCSE passes at Grade 3 or equivalent, including English and Maths.

7.2. In addition to these academic entry/progression criteria, the UTC may also stipulate additional academic criteria for some subjects where relevant for the course they are entering. This will be stipulated on Doncaster UTC's website.

7.3. If students meet the general academic entry requirements for the school but not for their chosen course or courses, they will be offered other courses for which they have met the academic standard.

7.4. Places will be conditional until evidence of results have been obtained (typically a results statement).

8. Waiting List Provision

8.1. Where DUTC receives more applications for places than there are places available, DUTC will maintain a waiting list until the end of the first term of the year of entry (31st December). This will be open to any parent/carer who requests that their child's name is placed on it following an unsuccessful application.

8.2. Vacant places will be offered from the waiting list as and when available (in accordance with the published criteria).

8.3. To be entered onto the waiting list for Year 12, students must have met/be predicted to meet the entry criteria.

9. Admission of Children Outside Their Normal Age Group



- 9.1. Parents/carers may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting his or her schooling. All such requests will be considered on their merits and either agreed or refused on that basis. If a request is refused, the child will still be considered for admission to their normal age group.
- 9.2. The process for requesting such an admission is as follows:
- with the application, parents/carers should request that the child is admitted to another year group, stating which one and providing the reasons for that request;
 - parents/carers should submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. This could include:
 - information about the young person’s academic, social and emotional development;
 - the young person’s medical history and the views of a medical professional;
 - whether the young person has previously been educated out of their normal age group;
 - whether the young person may naturally have fallen into a lower age group if it were not for being born prematurely.
- 9.3. DUTC will consider each case on its merits, taking into account the individual circumstances of the request and the young person’s best interests.
- 9.4. Parents/carers will be made aware of whether the request for admission out of age group has been agreed before final offers are made. The reason for any refusal will be explained.
- 9.5. Requests for admission out of the normal year group will be considered alongside other applications made at the same time. An application from a young person who would ‘normally’ be a Year 8 or 11 child for a Year 10 or Year 12 place will be considered alongside applications for Year 10 and Year 12.

10. Appeals

- 10.1. All unsuccessful applicants for places at DUTC have the right of appeal to an independent admission appeals panel. The appeals process will comply with the School Admission Appeals Code.
- 10.2. Parents/carers will be provided with information about how to appeal in the letter informing them that the application has been unsuccessful.

ⁱ Looked After Children or Previously Looked After Children

Children who are in the care of a local authority as defined by Section 22 of the Children Act 1989 at the time of application. Previously looked after children are children who were looked after but ceased to be so because they were adopted (Section 46 of the Adoption and Children’s Act 1989) or became subject to a residence order (Section 8 of Children Act 1989) or special guardianship order (Section 14a of the Children Act 1989).

ⁱⁱ Ordinarily Resident

Reference to where a child is ordinarily resident means that they are habitually and normally resident at their address, other than for occasional absences, for a settled purpose which is not solely to receive education. This will only be considered when they are living at their new address and waiting list place amended as necessary.

