

David Young Community Academy

The David Young Community Academy is a Church of England sponsored Academy which welcomes students of all faiths and of none.

For admission to the 180 places available in year 7 in June 2016, DYCA received 340 applications – first preferences 135, second preferences 74, third preferences 68, fourth preferences 42 and 21 fifth preferences. This included 22 late preferences.

Admission numbers

The admission arrangements for the DYCA for the year 2017/18 and, subject to any changes approved by the Secretary of State, for subsequent years are:

- The DYCA has an agreed admission number of 180 The DYCA will accordingly admit at least 180 pupils in the relevant age group each year if sufficient applications are received.
- The DYCA may set a higher admission number as its published admission number for any specific before setting an admission number higher than its agreed admission number, the DYCA will inform the Local Authority in good time for co-ordination to take place. Students will not be admitted above the published admission number unless exceptional circumstances apply.

Process of application

Applications for places at the DYCA will be made in accordance with the Local Authority's co-ordinated admission arrangements and will be made on-line or on the common application form provided and administered by them. The DYCA will use the following timetable for applications each year (exact dates within the months may vary from year to year) which, whenever possible, will fit in with the common timetable agreed by the Local Authority:

- September – The DYCA will publish in its prospectus information about the arrangements for admission, including oversubscription criteria, for the following June for example in September 2016 for admission in June This will include details of open evenings and other opportunities for prospective pupils and their parents to visit the school. The DYCA will also provide information to the Local Authority for inclusion in the composite prospectus, as required;
- September / October – The DYCA will provide opportunities for parents to visit the Academy; Wednesday 14th September 2016
- October 31st – Deadline for common application form to be completed on-line or in paper form and returned to the Local Authority to administer
- November – Local Authority notifies DYCA of all applicants expressing a preference for the Academy

- All applicants invited to Fair Banding This will take place on: Friday 25 November 2016 and Saturday 26 November 2016
- DYCA sends list of pupils to be offered places to Local Authority by end of December
- 1 March offers made to parents by Local Authority.

Consideration of applications

DYCA will consider all applications for places. Where fewer than 180 applications are received, the DYCA will offer places to all those who have applied.

The DYCA may refuse admission to particular applicants in the specific circumstances described in 3.8 of the statutory Code of Practice on Admissions (December 2014) or any like provision in any subsequent Code of Practice. Where a child has been permanently excluded from two or more schools, parents can still express a preference for a school place, but the requirement to comply with the preference is removed for a period of two years following the second exclusion. This does not apply to: children who were below compulsory school age when excluded; pupils who were reinstated following a permanent exclusion; pupils who would have been reinstated following a permanent exclusion had it been practicable to do so: and children with special educational needs statements or Education, Health and Care plans. A permanent exclusion is regarded as taking effect from the first school day the headteacher has told pupil not to attend school.

Procedures where the DYCA is oversubscribed

Places will be allocated on the basis of the fair banding assessment in line with the Department for Education Admissions Code. All applicants naming DYCA on their preference form will take a non-verbal reasoning assessment to be administered by Granada Learning (formerly the National Foundation for Educational research).

Students who take the fair banding assessment are considered for admission

first. Late applicants and those who do not attend the fair banding assessment will only be considered if the total number of places available are not filled by the students who attended the fair banding assessment.

Assessment dates for admission to DYCA in June 2017 are: Friday 25 November 2016 and Saturday 26 November 2016.

Children with statements of special educational needs are admitted as a result of the academy being named in the statement and they are counted against the number of places available. They must still attend the Fair Banding Assessment.

Each intake of DYCA will be representative of the whole ability profile of the applicants on the basis of a fair banding process. Each child will be awarded an ability band,

between 1 and 4, with 1 being the highest and 4 being the lowest. This band is calculated using the number of questions answered correctly by the child in the test and their age at the time they sat the test (a standard age score). It is the standard age score which will be allocated to an ability band (regardless of the number of students achieving that score).

DYCA will offer 180 places each year. The table below shows the % of scores allocated to each band and the number of the 180 places to be offered in each band:

% in each band

Band 1	25%	45 places
Band 2	25%	45 places
Band 3	25%	45 places
Band 4	25%	45 places

Within each band places will be allocated in the following order:

- Students in public care (Looked After children), previously looked after but immediately after became subject to an adoption, child arrangements, or those with a residency order or special guardianship.
- Students whose brothers and sisters, including step-brothers and step-sisters, living at the same address, currently attend DYCA in Key Stage Three, Four or Five (i.e. who will still be at DYCA in September of the relevant academic year).
- Children of staff employed at the Academy for a period of at least 2 years.
- Students already educated within the same Multi-Academy Trust as the DYCA (details can be found on our website dyca.org.uk).
- Students for whom the DYCA is the nearest school as the crow flies, taking into account the local Leeds community schools.
- Distance from the Academy, measured as the crow flies from the central courtyard of the building.

Operation of waiting lists

Schools are now required to maintain a waiting list, if oversubscribed, for a minimum of one term.

Subject to any provisions regarding waiting lists in the Leeds's co-ordinated admission scheme, DYCA will operate a waiting list. Where in any year the DYCA receives more applications for places than there are places available, a waiting list will operate until the

end of December. It will be open to any parent to approach the academy and ask for his or her child's name to be placed on the waiting list.

Students' positions on the waiting list will be determined in accordance with the oversubscription criteria set out above. Where places become vacant they will be allocated to students on the waiting list in accordance with the oversubscription criteria.

Arrangements for appeals panels

Parents will have the right of appeal to an independent appeal panel if they are dissatisfied with an admission decision of the DYCA. The appeal panel will be independent of the Academy. The arrangements for appeals will be in line with the Code of Practice on School Admission Appeals published by the Department for Education, as it applies to Foundation and Voluntary Aided schools. The decision of the appeal panel will be made in accordance with the Code of Practice on School Admission Appeals and is binding on all parties. The DYCA has prepared guidance for parents about how the appeals process will work and a named contact (Mrs J Viney) who can answer any enquiries parents may have about the process.

Arrangements for admission to post 16 provision

The DYCA will publish specific criteria in relation to minimum entrance requirements for the courses available based upon a minimum of 5 A* – C GCSE grades (including English and Maths) or other equivalent level 2 courses. There are also other measures of prior attainment required for individual courses. A maximum of 20 places will be available to external candidates. If more applications are received that meet the academic entry requirement than places available, the following selection criteria will be used:

- Students in public care (Looked After children), previously looked after but immediately after became subject to an adoption, child arrangements, or those with a residency order or special guardianship.
- Students whose brothers and sisters, including step-brothers and step-sisters, living at the same address, currently attend DYCA in Key Stage Three, Four or Five (i.e. who will still be at DYCA in September of the relevant academic year).
- Students for whom the DYCA is the nearest school as the crow flies, taking into account the local Leeds community schools.
- Distance from the Academy, measured as the crow flies from the central courtyard of the building.

There will be a right of appeal to an independent appeals panel for unsuccessful applicants and their parents.

Arrangements for admitting pupils to other year groups, including to replace any pupils who have left the DYCA

An In Year Common Preference Form, available from the Academy or the Local Authority must be completed and returned to the Academy, for all admissions outside the normal admissions round. All requests will be considered by the Governors. If more applications are received than there are places available, the oversubscription criteria shall apply. Parents will be informed in writing whether or not a place is available. DYCA will hold a waiting list for in-year admissions and any parent may ask for the child's name to be placed on this list.

The DYCA may refuse admission to students (other than in the normal year of entry) in the specific and limited circumstances described in 3.12 of the statutory Code of Practice (December 2014). Exceptionally, outside the normal year of entry, admission authorities for certain schools, or Academies, may decide to refuse to admit a child where there are places available, on the grounds that admission would prejudice the provision of efficient education or the efficient use of resources.

Admission to Year groups without a published admission number will be based upon the size of teaching groups already existing in the DYCA and the efficient use of resources.

There will be a right of appeal to the independent appeal panel for unsuccessful applicants.