ADMISSION ARRANGEMENTS 2027/2028

The Kimberley School is an 11-18 mixed comprehensive school. The governing body are the admissions authority for the Kimberley School. The Kimberley School has strong links within the Kimberley Family of Schools with whom we collaborate at all levels. Our admissions policy reflects commitment to this collaboration. The linked schools referred to in this document as the linked primary schools are Awsworth Primary, Gilthill Primary, Hollywell Primary, Horsendale Primary, Kimberley Primary, Larkfields Junior and Mornington Primary. The proposed published admission number (PAN) for Year 7 in September 2027 is 240.

Children for whom The Kimberley School is the named school in an educational health care plan will be admitted first. Subsequently, where the number of applications for admission exceeds the number of places available, the following criteria will be applied in the order set out below, to decide which children to admit until the number of offers we make matches our PAN of 240 or any number above our PAN which has been determined by the governors and to which the Local Authority have been notified in accordance with 1.4 of the Admissions Code of Practice:

1. Looked after and previously looked after children, in accordance with the School Admissions Code 2021 which states that all admission authorities must give highest priority to this group of children.

2. Children of members of staff where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage. (Note – this applies to all staff employed by the Kimberley School and is part of the Kimberley Schools' commitment to recruit and retain the very best staff).

3. Children who attend a linked primary school who were on the roll at the time of the closing date of applications in the year preceding admission. Within this category the first places will be allocated to those who will have a sibling attending The Kimberley School in Years 7 to 11 at the time of admission

4. If places remain beyond criteria 3 then these will be offered to children who live in the catchment area at the time of the closing date of applications in the year preceding admission but do not attend a linked primary school. Within this category the first places will be allocated to those who will have a sibling attending The Kimberley School in Years 7 to 11 at the time of admission

5. If places remain beyond criteria 4 then these will be allocated on proximity to the school measured 'as the crow flies' from the entrance to the child's home to the principal entrance of the main administrative building of the school. Within this category the first places will be allocated to those who will have a sibling attending The Kimberley School in Years 7 to 11 at the time of admission

In the event of over subscription in any of the categories, proximity to the school measured 'as the crow files' from the entrance of the child's home to the principal entrance of the main administrative building of the school will be used as the determining factor.

Sixth Form Admissions

Priority will be given to students from The Kimberley School who meet the entry requirements. The planned admission number of places for external candidates admitted for the first time for post 16 entry in Year 12 is 20. The overall capacity for Year 12 will be 150. The Academic entry requirements are determined annually and are available on the school website.
Priority in the first instance for entry into our Post-16 Centre will be given to children with an education, health and care plan (EHCP) that names the Kimberley School. Subsequently, where the number of applications for admission exceeds the number of places available, the following criteria will be applied in the order set out below, to decide which children who have met the entry requirements to admit until the number of offers we make matches our admission number of 150 or any number above our admission number which has been determined by the governors.

1. Looked after and previously looked after children, in accordance with the School Admissions Code 2021 which states that all admission authorities must give highest priority to this group of children. Further details can be found under the 'Definitions' section in this policy.

2. Children who do not presently attend the school and meet the academic entry criteria. In the event of an over-subscription of the above criteria, proximity to the school will be used with those living nearer being given priority. Distance measurements to be made 'as the crow flies' from the home address to the main reception office of the school.

Notes and Definition of Terms

Linked Primary Schools

These are Awsworth Primary, Gilthill Primary, Hollywell Primary, Horsendale Primary, Kimberley Primary, Larkfields Junior and Mornington Primary

Looked after children

The School Admissions Code 2021 states that all admission authorities must give highest priority to this group of children and provides the following definition: 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) at the time of making an application to a school. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Further references to previously looked after children means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

- A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.
- Children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002.
- Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Residence

This is defined as the child's permanent place of residence which is deemed to be the residential property at which the child habitually resides with the person or persons having parental responsibility for the child at the time of completion of the application form. Addresses of other relatives or friends will not be considered as the place of residence even when the child stays there for all or part of the week. Proof of permanent residence (minimum 12 months' tenancy agreement in the case of rented accommodation) and other evidence from the court regarding parental responsibilities in these matters may be required.

Sibling

The governors define sibling as being those children who share the same biological parents. This includes brother, sister, half-brother or half-sister or legally adopted child living at the same address as the child.

Parent

Section 576 of the Education Act 1996 defines 'parent' to include; all natural parents, whether they are married or not; and any person who, although not a natural parent, has parental responsibility for a child or young person by virtue of a court order; and any person who, although not a natural parent, has care of a child or a young person by virtue of a court order. Measuring Distance 'As the Crow Flies' For applications in the normal year of entry which are managed under the coordinated admissions arrangements distance is measured using software available to the Local Authority and the school governors use this information to rank order applications. For all other applications the governors of the school use Google Maps to measure distance. Where parents have shared responsibility for a child following the breakdown of their relationship and the child lives for part of the week with each parent the school take the child's address to be the home that is the shortest distance from the school. Where there is a disagreement between parents who both have parental responsibility about an application to The Kimberley School, this must be resolved, if necessary through court proceedings, before an application can proceed.

Tie breaker

In the event of the need for a tie breaker in any of the over-subscription criteria listed in this policy, random allocation will be used. In these circumstances, If a child is offered a place as a result of random allocation yet also has a sibling of the same age seeking a place and residing at the same address, the sibling will also be offered a place. This process will be supervised by someone independent of the school.

Catchment Area

This includes our historical catchment area, which has remained unchanged for many years and comprises of the combined catchment areas of our linked primary schools. A map of the catchment area can be downloaded from the admissions area of our school website, this includes a small area of Hempshill Vale that falls within Nottinghamshire County Council and is highlighted on the map.

Coordinated admission scheme

All applications for places in the normal year of entry are made on the Common Application. Applications must be made through your home local authority. For entrance to the school in September 2027 the closing date of the coordinated admission scheme is 31 October 2026 and places are allocated on 1 March 2027. Outcomes are communicated to parents by the child's home local authority on National Offer Day, 1 March or the next working day where this falls at a weekend.

Late applications

Late applications are those submitted after the closing date for the Nottinghamshire coordinated admissions scheme (www.nottinghamshire.gov.uk/education/school-admissions) and will be dealt in accordance with that scheme. Late applications will be considered up to the date specified in the coordinated scheme providing the applicant can evidence that they have moved into the area after the closing date for applications or can establish at the time of completing the form that there were exceptional reasons for missing the closing date. Examples include family bereavement, hospitalisation, family trauma. Supporting evidence may be required.

When the school is informed by the local authority that a place has been offered, the local authority will write to the parent(s) seeking written confirmation that they will take up the place. If this confirmation is not received within 14 days, the school will notify the local authority that the offer of a place should be withdrawn and offered to the child ranked highest on the waiting list.

Waiting List

If, after the offer of places has been made in the normal round of admissions, the school is over-subscribed, all unsuccessful applicants will be placed on the waiting list which will be administered by the governors of the school. The position on this waiting list will be determined by the school's published over-subscription criteria. The waiting list will remain open until 31st December in the year of admission and will be administered by the governors of the school. No waiting lists for any other year are maintained.

Appeals

Parents have the right to an independent appeals panel if they are not happy with the outcome of their application. Any appeal must be made to the Admissions Officer, The Kimberley School, Newdigate Street, Kimberley within 20 school days from the date of the refusal letter.

Applications outside the normal year of entry

All applications made outside of the normal year of entry should be made directly to the school and will be administered by the admissions authority (academy trust) who will make the decision taking into account the views of the headteacher. Applications will be considered in line with the school's over-subscription criteria. In the event of a place being available in the appropriate year group an offer of a place at the school will be made. If no place is available, the parent will be informed of this along with the right of appeal for the refusal of a place.

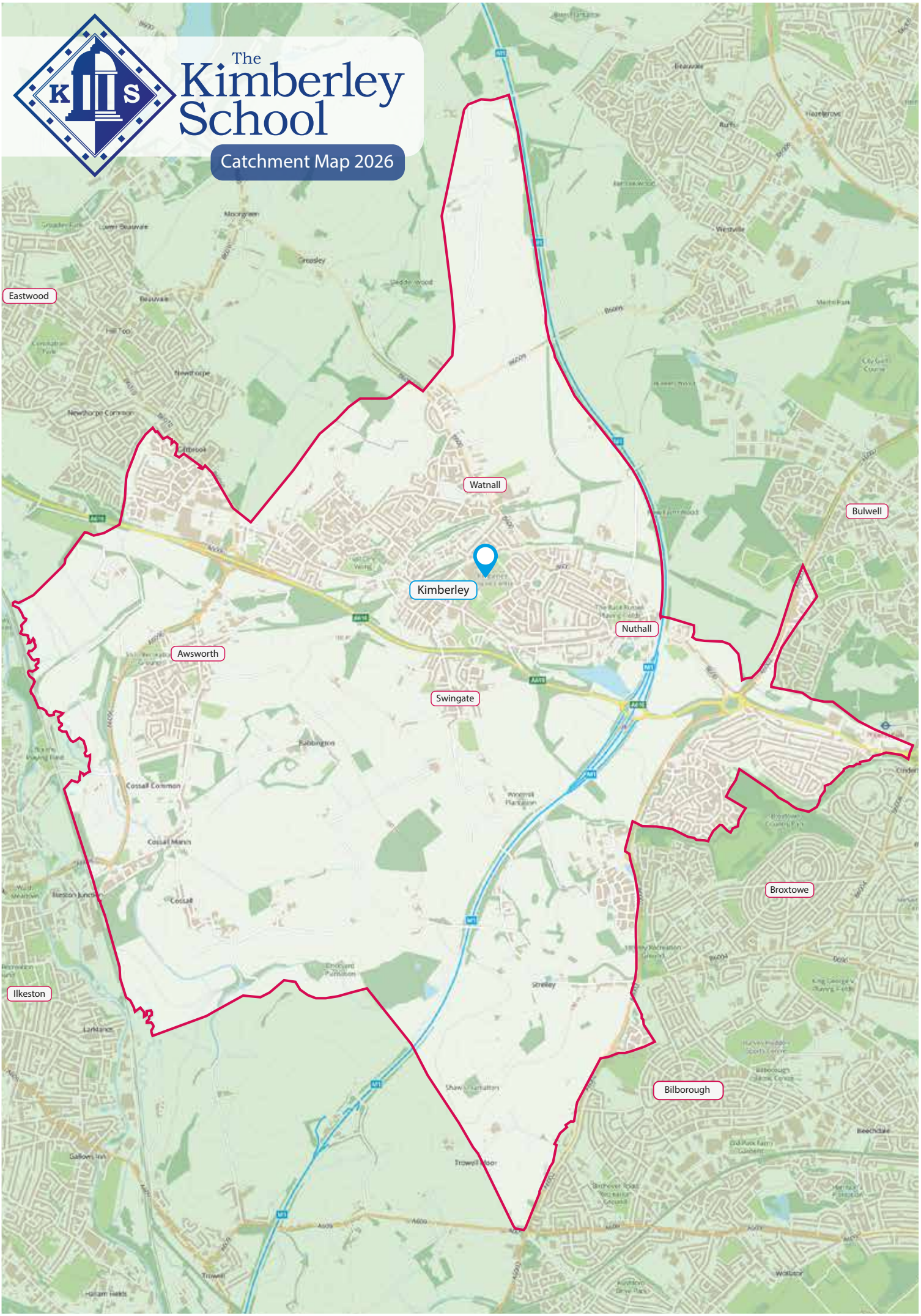
Withdrawing an offer of a place

Any offer of a place found to be made on the basis of inaccurate information can be withdrawn. Such examples would include fraudulent applications, intentionally misleading applications, a false claim to residency in the catchment area and the failure of a parent to respond to an offer of a place within 14 days.

Admission of children outside their normal age group

Parents may seek a place for their child outside of their normal age group if, for example, the child is gifted and talented or has experienced problems such as ill health. This also applies to parents of summer born children (1 April to 31 August). When applying for a place parents need to make it clear that they are seeking a place outside of the child's normal age group and they should clearly state why. Parents should supply any relevant supporting information such as the child's academic, social and emotional development, the child's medical history and the views of a medical professional, whether the child has previously been educated out of their normal age group whether they may naturally have fallen into a lower year age group if it were not for being born prematurely. The governors must take into account the views of the parent and the headteacher. You will be informed in writing of the governors' decision with clear reasons for this decision. Parents have a right to appeal if their request is refused but not if a place is offered at the school but it is not the parents preferred age group.

It should be noted that 2.10 of the Admissions Code of Practice makes it clear that admission authorities must not provide any guarantees to applicants of the outcome of their application. In accordance with 2.10 of the Admission code of Practice our governors make no promise or commitment to any family that a place can be offered for their child and this statement supersedes anything we may have previously published or been quoted as saying.

The Kimberley School

Catchment Map 2026