



**CHAUNCY SCHOOL**  
**Admission Arrangements 2018-2019**  
**Secondary Transfer**

**Admissions Policy**

Chauncy School is an all ability mixed 11-18 comprehensive school with Visual Arts, Maths & Computing, and Gifted & Talented Specialist Status.

The number admitted at age 11 to Year 7 is 160.

Boys and girls will be admitted at age 16+ provided they meet the entry qualifications for their proposed programme of study.

**Admission Arrangements for Entry to Year 7 in September 2018**

To apply for a place at this school a Hertfordshire Standard Transfer Form (STF) must be completed and returned to Herts Children's Services by the required date. The school participates in the Local Authority Co-ordinated Admissions Scheme. Application forms are available from the Local Authority; and applications can also be made online. Under Section 324 of the Education Act 1996 Chauncy School will admit children with a Statement of special educational needs that names the school and children with an EHC (Education, Health and Care) Plan that names the school.

All deadlines within this scheme must be adhered to by applicants. Hertfordshire County Council will make offers of places on behalf of the school.

If applications for admission exceed the number of places then the following criteria will be applied, in the order set out below, to decide which pupils to admit.

1. Looked after children or previously looked after (*children who ceased to be looked after because they were adopted or became subject to child arrangement orders*).
2. Children who have a sibling at the school at the time of application, unless the sibling is in the last year of the normal age range of Chauncy School. The 'normal age range' for Chauncy School is Years 7-13. *Note: A sibling means the sister, brother, half brother or sister, adopted brother or sister, or child of the parent/carer or partner, and in every case living in the same house from Monday to Friday.*
3. Children of a parent who works at the school as a teacher, administrator or member of the support staff, directly employed by the school on contract for two or more years at the date of application; or to fill a vacant post for which there is a demonstrable shortage.
4. Children who live in the priority area and for whom it is their nearest Hertfordshire maintained school or academy, that is non-faith, co-educational, non-partially selective. . *Note: Non-partially selective means that the school does not offer any places based on academic ability.*
5. Children who live in the priority area who live nearest to the school. (*Ware and Hertford*)

6. Children who living outside the priority area and for whom it is their nearest maintained school or academy that is non-faith, co-educational and non-partially selective. Where more children qualify under this rule than there are places available, places will be allocated to those who live nearest the school.
7. Children living outside the priority area who live nearest to the school.

### **Tiebreaker**

In the event that there are more applicants meeting any of the oversubscription criteria above than remaining places available, the tiebreaker described in Hertfordshire County Council's current Determined Schools Admissions Arrangements will be applied to allocate the remaining places. These rules are applied in the order that they are printed above. (*Note: Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random.*)

### **Twins/Multiple Births**

In the event that one child of a multiple birth is awarded a place but one or more other children of that same multiple birth, who have applied for a place at the school are not awarded a place, the college would take in all children in that multiple birth who have applied.

### **In-Year Admissions**

The school accepts In Year applications direct, contact Chauncy School, Park Road, Ware, SG12 0DP, telephone 01920 411200 and maintains continuing interest lists for all year groups for the In Year application process.

### **Appeals**

Parents have a right to appeal against non-admission to Chauncy School. A continued interest list is held by the school. If a child is not offered a place at Chauncy School, the home Local Authority should offer the child a place at another school. The parents have the right to appeal to an Independent Appeal Panel. Parents wishing to appeal who applied through Hertfordshire's online system should log in to their online application and click on the link "register an appeal". Out of county residents and paper applicants should call the Customer Service Centre on 0300 123 4043 to request their registration details and log into [www.hertfordshire.gov.uk/schoolappeals](http://www.hertfordshire.gov.uk/schoolappeals) and click on the link "log into the appeals system".

For In Year Admissions:

We will write to you with the outcome of your application and if you have been unsuccessful, we will include registration details to enable you to login and appeal online at [www.hertfordshire.gov.uk/schoolappeals](http://www.hertfordshire.gov.uk/schoolappeals)

### **Priority Area**

Ware and Hertford

Bayford, Bengo Rural, Bramfield, Brickenden Liberty, Great Amwell, Hertford, Hertford Heath, Hertingfordbury, Hunsdon, Little Berkhamsted, Little Munden, Sacombe, Stanstead St Margarets, Stapleford, Tewin, Thundridge, Ware, Wareside, Watton-On-Stone, Widford

### **Supplementary Information Form**

The school does not have an additional form to fill in. All parents must complete the Secondary Transfer Form as available from Hertfordshire County Council by the required closing date.

**Notes**

The Governing Body of Chauncy School will reserve the right to use the straight line distance measurement provided by Hertfordshire County Council's GIS system as outlined in the Moving On publication. The measurement is made between the child's home address point and the school address point.