THE SALTERNS ACADEMY TRUST: ADMIRAL LORD NELSON SCHOOL

Admissions Policy 2028/2029

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Article 28**:** *'Every child has the right to an education. Primary education must be free and different forms of secondary education must be available to every child. Discipline in schools must respect children's dignity and their rights. Richer countries must help poorer countries achieve this.'*

1. Key staff involved

Role	Name(s)
Headteacher:	C Doherty
Deputy Headteacher: Student Achievement	K Holness
Attendance Governor:	Adriana Karikari

2. Purpose of this Policy

Admiral Lord Nelson School is an oversubscribed 11-16 school built on a greenfield site on the eastern side of Portsmouth in 1997, breaking new ground at the time with its unique environmentally sensitive and educationally inspiring design. We are a Gold Award UNICEF Rights Respecting School and an Artsmark Platinum school as well as being a lead member of the HISP Teaching School Hub. We also hold the AFPE Quality Mark at distinction level, a rare achievement, and in June 2026, OFSTED judged us as being at expected standards across all judgement areas and reported that "leaders believe in their moral purpose to provide an inclusive and ambitious education for all".

In 2028/29 the Published Admission Number (PAN) for Year 7 is 250.

If the school is oversubscribed, applications will be considered first according to the following priorities in the order set out below:

(1) Children who are looked after by a local authority (i.e. in their care or provided with accommodation by the authority for a continuous period of more than 24 hours). Children who were previously looked after (including those in state care outside of England) but immediately following being looked after became subject to an adoption order, residence or special guardianship order (see additional information).

(2) Children or families who have a significant medical, physical, psychological or social need. Evidence must be attached with the application. Applications under this criterion must be supported by written evidence from an appropriate professional involved stating clearly why the preferred school is the most appropriate for the child and reasons why other schools in the city are inappropriate.

(3) Children living within the school's designated catchment area. If the school cannot admit all applications from the catchment area, priorities 4i to 4v, will be used.

(4) Children living outside the school's catchment area in the following priority order:

(i) Children who have a brother or sister (living within the same household) already on roll and who will still be attending the school the following academic year:

Note: this category does include step-brothers/step-sisters, adoptive brothers/sisters living within the same household or children whose parents are married or cohabiting and live together within the same household (see additional information).

(ii) Children attending a feeder junior/primary school; these are Copnor Primary School,

Gatcombe Park Primary School and Westover Primary School.

(iii) Children of staff employed by the school – where the member of staff has been employed at the school for two or more years at the time 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 demonstratable skill shortage.

(iv) Children who are eligible for service premium

Note: service premium is paid to eligible children of armed services personnel under S14 of the Education Act 2002:

(v) Children who live closest to the school, based on the shortest distance from home to school, measured 'as the crow flies'.

Note: should the school be oversubscribed from within any of the criteria 4i to 4v above, then any additional criteria as given in 4i to 4v, will be used to prioritise applications within these categories. Should there be two or more identical distances, the prioritisation will be done by casting lots.

3. Additional Information

Looked after children: Looked after Children-These are defined as Looked after Children (1) and all previously looked after children, including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted (2). Previously looked after children are children who were looked after but ceased to be so because they were adopted (3) or became subject to a child arrangements order (4) or special guardianship order (5).

Medical, physical, psychological or social need: If your child or a family member has a significant medical, physical, psychological or social need that you would like taken into account when places are allocated, please tick the relevant box on the application form and attach supporting evidence to your form. All evidence must be sent together with the application form. The evidence must be in writing from your doctor or other appropriate professional involved with your child's health, wellbeing or your specific family circumstances. In all cases evidence must show why it is appropriate that your child attends your preferred school and why other schools in the city are inappropriate. Failure to attach supporting evidence will delay the progress of your application and result in it not being considered under this criterion. It is your responsibility to provide the necessary evidence to support your application. All information given will be treated confidentially. If you are in any doubt about whether or not to include details, please contact the Admissions Service for further advice.

1 A "looked after child" is a child who is in a) the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22(1) of the Children Act 1989) at the time of making an application to a school.

2 A child is regarded as being 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.

3 This includes children who were adopted under the Adoption Act 1976 (Section 12 Adoption orders) and children adopted under the Adoption and Children Act 2002(Section 46 adoption orders).

4 Child arrangements orders are defined in Section 8 of the Children Act, as amended by Section 12 of the Childrens and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22/4/14 is deemed to be a child arrangements order.

5 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/s.

Catchment Areas: A catchment area is a geographical area defined by the council. The idea of having a catchment area is to give some priority for the admission of children living in the local area of the school. Please note: living in the catchment area does not guarantee a place at the school. Your catchment area is determined by your home address (the child's permanent residence).

ALNS Feeder Schools: Copnor Primary School, Gatcombe Park Primary School and Westover Primary School.

Sibling links: A sibling link is defined as a child's brother or sister (living in the same household) already on roll and attending the school you have applied to or at an adjacent infant/junior school and who will still be attending the school the following academic year. This category includes stepbrothers/step-sisters; adoptive brothers/sisters living in the same household or children whose parents are married or cohabiting and live together within the same household. This does not include siblings who live in a different household. If you have twins, triplets or more children in the same household who are due to transfer into the same year group, please be aware that should the admission limit of a school be reached by admitting one child, your other child(ren) will be offered a place at the same school. Please note: a sibling link at the school does not guarantee admission to the school.

Distance criterion: Where it is necessary to prioritise applications the criterion will be prioritised based on the shortest distance from the child's home to school, measured in a straight line 'as the crow flies'. Distances will be measured using the council's Geographical Information System (GIS) department. The Local Land and Property Gazetteer (LLPG) unique property reference co-ordinates will be used to represent the school, whilst home co-ordinates will be primarily derived from the LLPG, with Ordnance Survey's ADDRESS-POINT® product used as support. Only distances measured by GIS will be taken into account for the purposes of the distance criterion. Should there be two or more identical distances, the prioritisation will be done by casting lots. The Admissions Service will arrange for this to be carried out by the LA's Democratic Services who are independent of the school and the admissions process.

Children with a statutory education, health and care plan: Admission of children who have been issued with a statement of special educational need or statutory education, health and care plan is through a different process. Children with a statutory plan naming a particular school are taken account of and given priority in the allocation process.

Fair Access Protocol: The Local Authority operates a Fair Access Protocol which prioritises admissions for certain categories of secondary school age children. This protocol relates to admission applications throughout the year (but not the transfer of Year 6 children from primary/junior to secondary schools in September). The protocol takes priority above the school's admission policy for those on a waiting list and the LA may require the school to admit above their published admission number.

Appeals: If a parent is unsuccessful with any of their preferences they will have the right of appeal to an independent appeal panel and will be provided with the relevant documentation and advice by the LA's Admissions Service who will administer appeals on behalf of the school.

Waiting lists: All parents who have been refused a place at the school will have the option to indicate their wish to remain on the waiting list – via a tick box on the allocation response form online or on a paper reply slip. Children will be held on the waiting list by order of the criteria in the Admissions Policy. No account can be taken of the length of time a child is on the list. A child's position can change on the list as new applicants join or other applicants come off the waiting list. Children will automatically remain on a waiting list only until the end of the academic year (August 2029), if parents/carers want their children to be on the waiting list for the following academic year, they must reapply. The school delegate this function to the LA's Admission Service to administer.

Admission Out of Chronological Year Group: Children will only be admitted into their chronological year group except in the rare event of there being significant exceptional circumstances as determined by the school (and Local Authority where that is appropriate). Where children may have missed school, been educated in another country or have been out of education, these problems can usually be addressed by

additional support in the child's chronological year group. For gifted and talented children, parents can discuss directly with the school the way provision is made for these children. Parents should make such requests on application.

Objections to the Office of the Schools Adjudicator: Any objections to the 2028/29 published arrangements can be made to the Office of the Schools Adjudicator (OSA). For further information on how to make an objection please visit the website:

https://www.gov.uk/government/organisations/office-of-the-schools-adjudicator