



## **Admissions Policy 2024/2025**

**Status:** Statutory

**Member of Staff responsible:** Executive Principal

## **UTC DERBY PRIDE PARK ADMISSIONS POLICY**

### **Overall Approach**

UTC Derby Pride Park will follow the statutory school admissions and appeal codes. These proposals are based on the current code but will be reviewed in the light of any future changes in the law.

UTC Derby Pride Park, which is part of The Sheffield UTC Academy Trust, will provide innovative, dynamic and empowering education and training for young people who have an interest in engineering and technological based careers. With a focus on Engineering and Health Science, our aim is to develop young people who are skilled, professional and enterprising - who can make a significant contribution to reinvigorating Engineering, Science and Health in Derby, Derbyshire and the East Midlands. Our admissions policy reflects these aspirations.

UTC Derby Pride Park will provide 600 school places for young people aged 13 -19 years old.

From 2024/2025 Admissions for all students will be operated directly by the Trust so applicants can apply directly to the UTC.

Inaccurate or misleading information provided in support of the application form could result in any place offered being withdrawn.

If a tie-break is necessary to determine who is admitted, including applicants living the same distance from the UTC, we will apply a random allocation process which will be independently overseen.

We will operate in keeping with the Local Authority's Fair Access Protocol available at [www.derby.gov.uk/secapps](http://www.derby.gov.uk/secapps)

The Catchment Areas are defined as being 2 concentric circles of 5 and 10 mile radius centred on the UTC Derby Pride Park, Derby.

A map of the Catchment Area is included as Appendix I.

### **Admission Numbers**

In 2024/2025 UTC Derby Pride Park will admit 120 students into Year 9.

For Year 12, there will be 150 places available.

There will be an automatic right of transfer to Year 12 from Year 11 for UTC students who meet the academic entry requirements. Therefore, there will a minimum of 30 Year 12 places (PAN - Published Admission Number) available for new entrants to the UTC each year, more if not all Y11 students transfer, up to the overall 150 place capacity.

Admissions above these numbers would only occur in exceptional cases.

## Applications into Year 9

If the number of applicants to the UTC Derby Pride Park for Year 9 entry is 120 or less, then all applicants will be admitted

## Specialisms

All students for Year 9 admission will be expected to apply for one of the UTC's two specialisms:

- For Engineering & Manufacturing there will be 80 places available
- For Health Science there will be 40 places available

If there are insufficient applicants for places in one specialism, these will be added to the places available for the other specialism up to a maximum of an additional 15% in either specialism due to restrictions of the building.

All students with an Education Health and Care Plan naming the UTC will be admitted.

If there are more applicants than places, then the following arrangements will apply:

- Any Looked After Children (LAC) in the care of a local authority and previously Looked After Children including 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 who wish to attend the UTC, will first be admitted regardless of where they are resident.
- Remaining places will be allocated randomly within the geographical bandings indicated on the map in Appendix I as follows:
  1. 50% of learners resident using the home address within 5 miles of the UTC site, within in catchment band A as indicated in Appendix I.
  2. 30% of learners resident using the home address 5 miles but less than 10 miles from the UTC site, within the catchment band B as indicated in Appendix I.
  3. 20% Learners resident using the home address the Catchment Area 10 miles and over away from the UTC site.
  4. If there are fewer applications received for any band than the stated % the remaining places will be allocated proportionately across the other 2 geographical bands.

This process will be independently overseen. The home address is the address of the primary carer of the child, as shown by who receives the child benefit. The distance will be measured in a straight line from the applicant's front door to the UTC's front gate.

## **Y12 Student numbers**

For 2024/2025 Year 12 capacity will be 150 places. A minimum of 30 places (PAN) will be available for new applicants. Places not filled by current UTC students wishing to continue into Year 12 will also be made available to new external applicants.

## **Y12 Levels of Study**

Of the 150 places for Year 12, 130 will be for students following Level 3 courses and 20 for students following a Level 2 programme. For those students admitted to Year 12 at Level 2 we will endeavour, wherever possible, to enable their progression onto a Level 3 programme, including the option of following a three-year Post-16 programme rather than the usual two years.

Any unfilled places at one level of study will be added to the places available for the other level.

## **Y12 Entry Requirements - Level 2 admissions**

The minimum entry requirements for Level 2 admission, whether transferring internally or applying from outside, will be 4 GCSEs at Grade 3, or equivalent, including English and Maths (and Science for studying Engineering & Manufacturing).

## **Y12 Entry Requirements - Level 3 admissions**

Applicants for a Level 3 programme, whether transferring internally or applying from outside, will need to meet a minimum entry requirement of 5 GCSE passes at grade 4 or above, including English and Maths (and Science for studying Engineering & Manufacturing), for Level 3 courses. There may be additional requirements to follow specific courses, details of which will be published in advance in the UTC Prospectus.

## **Y12 Entry Requirements – exceptions**

Children who for reasons of bereavement, serious illness, or other adverse factors, where there is written evidence from a social worker or other relevant professional that these factors have affected the child's attainment, will have the academic entry (or progression for our own Y11 students) requirements waived. These instances will however, be rare. Any such waiver will require the approval of the UTC Board and an independent verifier.

## **Specialisms – Year 12**

All students for Year 12 admission will be expected to apply for one of the UTC's two specialisms:

- For Engineering & Manufacturing there will be 100 places available
- For Health Science there will be 50 places available

If there are insufficient applicants for places in one specialism these will be added to the places available for the other specialism up to a maximum of an additional 15% in either specialism due to restrictions of the building.

## **Year 12 Admission process**

The UTC's own 120 Year 11 students who meet the entry requirements will be able to transfer to Year 12. The remaining 30 Year 12 places will be offered to external applicants. If fewer than 120 students transfer from Year 11, additional external applicants will be admitted until the UTC reaches its Year 12 capacity of 150 places.

All students with an Education Health and Care Plan naming the UTC and who meet the minimum entry requirements will be admitted.

For each Y12 specialism and level of study, admission of external applicants will then be in the following order:

- Any Looked After Children in the care of a local authority and previously Looked After Children including 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 who wish to attend the UTC, will first be admitted regardless of where they are resident.
- Remaining places will be allocated randomly within the geographical bandings indicated on the map in Appendix I as follows:
  - 50% of learners resident using the home address within 5 miles of the UTC site, within in catchment band A as indicated in Appendix I.
  - 30% of learners resident using the home address 5 miles but less than 10 miles from the UTC site, within the catchment band B as indicated in Appendix I.
  - 20% Learners resident using the home address outside the Catchment Area 10 miles and over away from the UTC site.
  - If there are fewer applications received for any band than the stated % the remaining places will be allocated proportionately across the other 2 geographical bands.

This process will be independently overseen. The home address is the address of the primary carer of the child, as shown by who receives the child benefit. The distance will be measured in a straight line from the applicant's front door to the UTC's front gate.

## Appeals

Unsuccessful applicants will have a right of appeal to an independent appeals panel constituted and operated in accordance with the School Admissions Appeals Code.

- There will be a right of appeal to an Independent Appeals Panel for applicants refused admission into pre-16 provision.
- There will be a right of appeal to an Independent Appeals Panel for internal learners refused transfer to post-16 provision and external applicants refused admission.
- The UTC will co-ordinate the appeals process and those wishing to appeal should put their intention in writing to the Principal, at the address given in section 1 above, within 20 school days of receiving the refusal notification.
- The decision of the Independent Appeals panel will be final.

In accordance with Section 437-433 of the Education Act 1996, we must inform you that failure to satisfy the City Council that you have made arrangements for your child to receive suitable education, either by regular attendance at school or education otherwise, will result in written notice being served requiring you to make such arrangements within a specified period.

If the City Council is still not satisfied that you have made arrangements for your child to receive a suitable education, it will serve on you a school attendance order which requires your child's attendance at a named school. Failure to comply with a School Attendance Order is an offence, punishable in the Magistrates' Court by a fine.

## Waiting lists

Where in any year the UTC receives more eligible applications than there are places available, a waiting list will be maintained by the UTC until the end of the first half term (October) after the start of the school year. It will be open to any parent to ask for their child's name to be placed on the waiting list. If and when places become available, they will be allocated to those on the waiting list in accordance with the oversubscription criteria. Waiting lists will be re-ordered in accordance with the oversubscription criteria whenever a place becomes available.

## Verification of random allocation processes

All processes of random allocation under these arrangements will be supervised by someone independent of the UTC.

## Sponsorship

The UTC promotes close employer involvement in learning, and as part of this some employers may wish to sponsor individual students. Any sponsorship will take place after admission and will not be part of the admissions arrangements. Students sponsored in Years 9, 10 or 11 will only be able to transfer to Year 12 if they meet the general entry requirements set out above.

## Making an application

- We will publish a prospectus by September each year containing information for applicants wishing to join the UTC the following September, including admissions arrangements and details of open evening and opportunities to visit the UTC. These details will also be made available for inclusion in the combined information published by all the local authorities covered by UTC admissions;

**For Year 9 entry**, application forms will be provided via the UTC web-site at [www.utcderby.org.uk](http://www.utcderby.org.uk) for return by **31 October** to the UTC.

In addition, application forms can be downloaded from the UTC website at [www.utcderby.org.uk](http://www.utcderby.org.uk) or you can get a hard copy from:

UTC Derby Pride Park, 3 Locomotive Way, Pride Park, Derby DE24 3PU

or by telephoning 0113 2477400.

- Decisions on applications will be made during February and notified to parents, and applicants' home local authorities, on or around 1 March.

Full information will be published each year on the UTC's website [www.utcderby.org.uk](http://www.utcderby.org.uk)

**For Year 12 entry**, application forms will be provided via the UTC web-site at [www.utcderby.org.uk](http://www.utcderby.org.uk) for return by **31 January** to the UTC.

In addition, application forms can be downloaded from the UTC website at [www.utcderby.org.uk](http://www.utcderby.org.uk) or you can get a hard copy from UTC Derby Pride Park, 3 Locomotive Way, Pride Park, Derby DE24 3PU or by telephoning 0113 2477400.

- Decisions on applications will be made during February and notified to students and parents on or around 1 March.

Full information will be published each year on the UTC's website [www.utcderby.org.uk](http://www.utcderby.org.uk)

APPENDIX I

