ADMISSIONS POLICY

Status: Statutory

Member of Staff Responsible: Executive Principal

Related Policies:

Implementation date:

Reviewed date: September 2026

Next review date: September 2027

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 2027/2028 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or misleading information provided in support of the application form could result in any place offered being withdrawn.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

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 2027/2028 UTC Derby Pride Park will admit 100 students into Year 9.

For Year 12, there will be 160 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 60 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 160 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 100 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 60 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 taking into account restrictions of the building and group sizes for Engineering.

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 2027/2028 Year 12 capacity will be 160 places. A minimum of 60 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 160 places for Year 12, 160 will be for students following Level 3 courses.

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 120 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 taking into account restrictions of the building and group sizes for Engineering.

Year 12 Admission process

The UTC's own 100 Year 11 students who meet the entry requirements will be able to transfer to Year 12. The remaining 60 Year 12 places will be offered to external applicants. If fewer than 100 students transfer from Year 11, additional external applicants will be admitted until the UTC reaches its Year 12 capacity of 160 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 for return by **31 October** to the UTC.

In addition, application forms can be downloaded from the UTC website at 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 01332 477400.

- 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

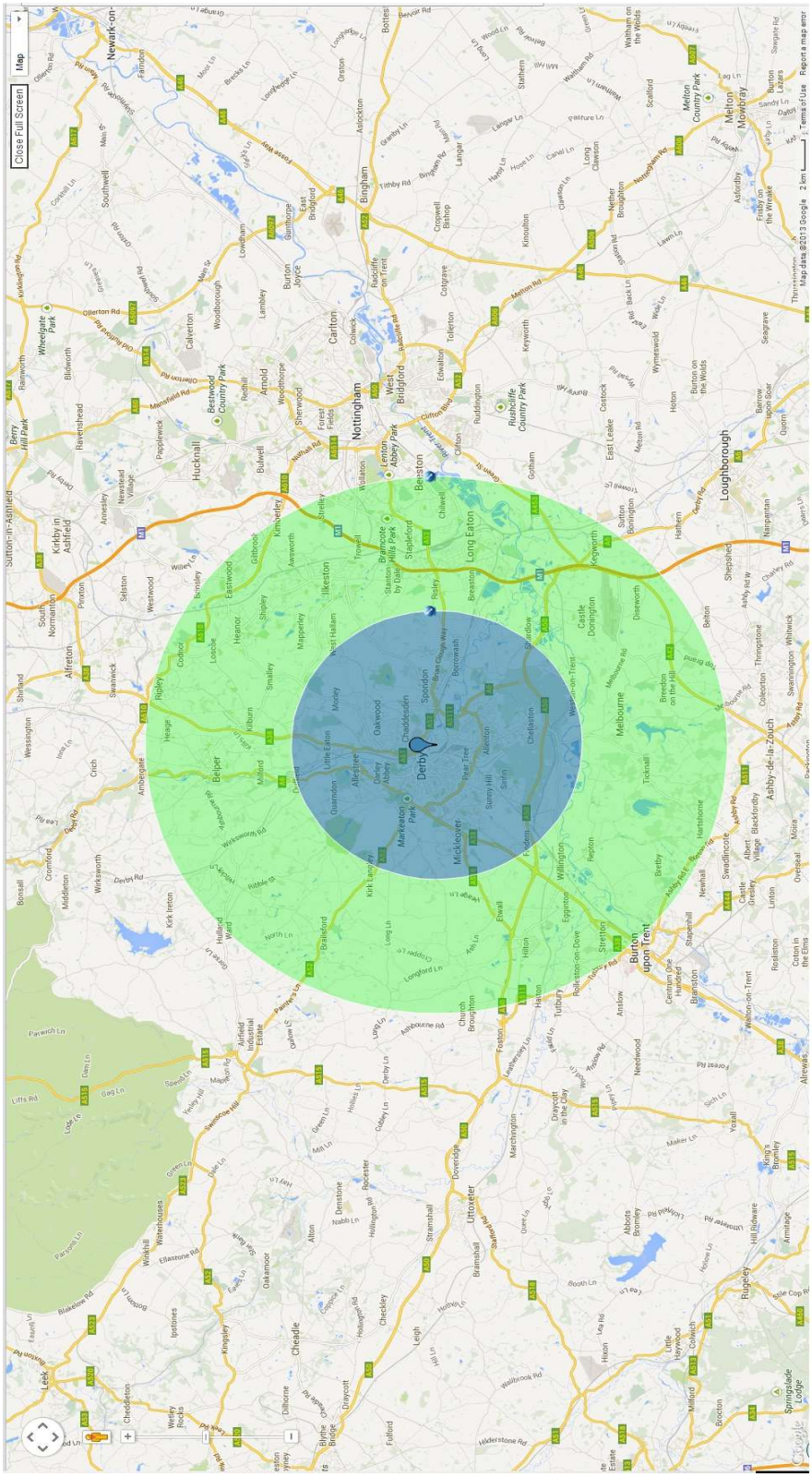
For Year 12 entry, application forms will be provided via the UTC web-site at www.utcderby.org.uk for return by **31 January** to the UTC.

In addition, application forms can be downloaded from the UTC website at www.utcderby.org.uk or you can get a hard copy from UTC Derby Pride Park, 3 Locomotive Way, Pride Park, Derby DE24 3PU or by telephoning 01332 477400.

- 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

APPENDIX I


Close Full Screen
Map
Derby
Nottingham
Loughborough
Melton Mowbray
Newark-on-Trent
Burton upon Trent
Ashby-de-la-Zouch
Long Eaton
Ilkeston
Belper
Ripley
Alfreton
Sutton-in-Ashfield
Kirkby in Ashfield
Hucknall
Arnold
Carlton
West Bridgford
Bingham
Radcliffe on Trent
Beeston
Stapleford
Melbourne
Castle Donington
Oakwood
Chaddesden
Spondon
Mickleover
Littleover
Allestree
Darley Abbey
Pear Tree
Allenton
Chellaston
Sunny Hill
Sinfin
Markeston Park
Findern
Willington
Repton
Etwall
Hilton
Stretton
Rolleston-on-Dove
Uttoxeter
Rugeley
Leek
Cheadle
Ripley
Heage
Ambergate
Belper
Derby Rd
Wirksworth
Kirk Ireton
Hulland Ward
Bradley
Ashbourne
Derby Rd
Ashbourne Rd
Church Broughton
Foston
Tutbury
Hatton
Egginton
Newhall
Swadlincote
Albert Village
Linton
Rosliston
Coton in the Elms
Barton Marina
Anslow
Needwood
Forest Rd
Abbots Bromley
Hill Ridware
Armitage
Lichfield Rd
Marchington
Dovebridge
Stramshall
Bramshall
Denstone
Alton
Oakamoor
Ipstones
Checkley
Leigh
Draycott
Fulford
Elderstone Rd
Walbrook Rd
Booth Ln
Hollington
Roaster
Waterhouses
Winkhill
Blakelow Rd
Ellastone Rd
Parwich Ln
Liffe Rd
Yeaveley
Brailsford
Long Ln
Cropper Ln
Longford Ln
Ash Ln
Derby Ln
Dalbury Ln
Foston Ln
Sutton Scarsdale
Shirland
Wessington
Crich
Bonsall
Cromford
Middleton
Pentrich Ln
Duffield
Belper
Kilburn
Heanor
Loscoe
Codnor
Shipley
Smalley
Mapperley
Ilkeston
Stanton by Dale
Breaston
Risley
Trowell
Kimberley
Nuthall
Bulwell
Basford
Woodthorpe
Sherwood
Forest Fields
Lenton
Abbey Park
Wollaton
Clifton
Ruddington
Rushcliffe Country Park
Gotham
East Leake
Costock
Sutton Bonington
Normanton on Soar
Barrow upon Soar
Quorn
Shepshed
Charnwood
Nanpantan
Thringstone
Whitwick
Swannington
Coleorton
Breedon on the Hill
Diseworth
Kegworth
Hathern
Derby Rd
Melton Rd
Wymeswold
Burton on the Wolds
Seagrave
Sileby
Rearsby
Barrow upon Soar
Quorn
Woodborough
Calverton
Lambley
Burton Joyce
Gunthorpe
East Bridgford
Colwick
Saxondale
Cotgrave
Tollerton
Edwalton
Keyworth
Normanton on the Wolds
Holme Pierrepont
Radcliffe on Trent
Cropwell Bishop
Kinoulton
Nether Broughton
Melton Country Park
Scalford
Waltham on the Wolds
Stathern
Muston
Harby
Long Clawson
Hose
Langar
Granby
Bottesford
Orston
Aslockton
Whatton
Elton
Flintham
Car Colston
Thoroton
Hawksworth
Screveton
Kneeton
Staunton
Newark-on-Trent
Farndon
Balderton
Fernwood
Clipstone
Ollerton
Edwinstowe
Mansfield
Mansfield Woodhouse
Sherwood Forest
Rufford
Kirklington
Southwell
Rainworth
Blidworth
Bestwood Country Park
Papplewick
Ravenshead
Newstead
Annesley
Annesley Woodhouse
Kirkby in Ashfield
Sutton-in-Ashfield
Huthwaite
Skegby
Teversal
Pinxton
South Normanton
Alfreton
Swanwick
Shirland
Wessington
Crich
Ambergate
Belper
Duffield
Derby
Littleover
Mickleover
Findern
Willington
Repton
Etwall
Hilton
Stretton
Burton upon Trent