



## Lyng Hall School Admission Policy 2025 - 2026

**The admissions process is part of the Coventry Local Authority co-ordinated scheme.**

**The school admission number for the school year beginning in September 2025 is 150, with the school agreeing to an additional 30 places being offered for this year only to help satisfy demand across Coventry. This means that we are already temporarily over capacity by over 100 students and have no additional capacity.**

### **Oversubscription Criteria:**

If there are more requests for a school place than there are places available within the school's admission number, places will be allocated in accordance with the following criteria and in the order shown below:

1. Children who, at the time of admission, are in the care of a local authority or are provided with accommodation by the authority (looked after children) and all 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. 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 arrangement order or a special guardianship order. A looked-after child is defined in Section 22 of the Children Act 1989.
2. Children who have a brother or sister attending the school provided that the brother or sister will be of compulsory school age and will continue to attend that school the following year (the definition of brother or sister includes step-brothers, step-sisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address).
3. Children of all staff who have been continuously employed by the school for a period of at least two years for the purpose of working in the school as follows:
  - All full time teaching staff;
  - All full time support staff – defined as contracts of at least 35 hrs a week;
  - All part time teaching staff with a 45% and above timetable;
  - All part time support staff who work at least 15 hours per week for 37 weeks or more.The two year qualification period may be waived if a post is hard to fill. The definition does not include contract staff. If a service has been 'in house' and is subsequently 'contracted out', children of staff will no longer be eligible for priority admission under this criterion. The definition does not include peripatetic staff.
4. Children who live in the catchment area served by the school.
5. Children by reference to the distance to the preferred school.



### **Brothers and Sisters**

The Governors see the benefits of children from the same family attending the same school and give priority to brother and/or sister connections in its policy for allocating places. The definition of brother or sister includes step-brothers, step-sisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address. However, where schools are over-subscribed no guarantee can be given that places will be available for brothers and sisters. Where the final place in a year group is offered to one of twins or other multiple births the parent has to decide which child will take up the place.

### **Compulsory School Age**

Brothers and sisters are required to be of compulsory school age within the oversubscription criteria. This means they must be attending in Years 7 to 11 at the time that the applicant would be joining the school.

### **Admission into a class outside a child's normal age group**

Where a parent/carer seeks a place for their child outside their normal age group they must notify their intention on the application. Parents/carers will then be contacted to discuss the matter further as each case will be considered on the individual circumstances and in the child's best interests. There are no guarantees that such applications will be agreed. Parents/carers will be sent a letter setting out the decision and reasons for it.

### **Distance**

If it is not possible to meet all of the requests in any one of the categories described above, the Governors will prioritise the requests within that category by reference to distance. A straight-line measurement will be made, using a computerised mapping system, from the centre of the child's residence - to the centre of the preferred school site. The address used must be the child's permanent home address. The shortest measurement will have the highest priority. Where the final place in a year group can be taken by two or more children living an equal distance from the school, the Governors will select by drawing lots. This will be independently supervised.

### **Home address**

A pupil's home address is considered to be a residential property that is the child's only or main residence. At the time places are allocated, proof of permanent residence at the property concerned may be required. Where documentary evidence can substantiate to the satisfaction of the Governors that care is split equally between parents at two homes, parents must name the address to be used for the purpose of allocating a school place.

**If a school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to withdrawal.**



### **Catchment area**

One of the aims of local schools is to serve its neighbourhood and develop links with the local community to strengthen the school and the community. The area served by a school is known as the catchment area and a list of the roads within Lyng Hall School's catchment area can be found at the end of this policy in appendix 1.

### **Special Educational Needs**

All children with an Education, Health and Care Plan that name the school will be admitted before all other applicants.

### **Fair Access Protocol**

The governing body have adopted the LA policy for admission of previously excluded or hard to place children.

### **Late Applications**

The closing date for applications in the normal admissions round is **31 October 2024**. After that date, the Local Authority will continue to receive applications but these will be considered to be late and may not be processed until after **01 March 2025**.

### **Appeals**

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may apply to the School Appeals Team who will arrange for appeals to be registered. Appeals will be heard by an independent panel.

### **Waiting Lists**

After the initial allocation of places on **01 March 2025**, the Governors in conjunction with the Local Authority will establish a waiting list and this will operate up until the end of the Autumn Term (31 December). Parents who wish for their children to continue to be considered for any places after the end of the autumn term must register their interest for the school via the Local Authority.

### **Applications outside the normal admissions round**

An application must be made to the Local Authority who co-ordinate all such applications, and will notify applicants of the Governors' decision. Further information on the process for parents can be accessed via the following link:

<https://www.coventry.gov.uk/school-admissions/secondary-school-admissions/6>

Applicants refused a place will be offered the right of appeal.



## Sixth Form Admissions

The School provides for a maximum number of 150 Post 16 students. This maximum may be exceeded but is dependent on the number of students we can comfortably accommodate in individual classes. Lyng Hall does not accept new applications from students aged 18+.

### **The School admission number for external students applying to join in Year 12 in September 2025 is 10.**

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These requirements are different, depending on the route that sixth form students take. Requirements are as follows:

1. A level subjects – Grade 5 in English and/or Maths plus 5 other GCSE subjects at grade 5 or above (\*or equivalent). Those students wishing to study A level maths or A level science subjects will require a grade 6 in those subjects.
2. Students wishing to study level 3 BTEC subjects should have 5 GCSE subjects at grade 4 or above (\*or equivalent).
3. The School also offers a pathway consisting of level 2 courses for those who have not yet achieved the entry requirements for level 3 courses, with the intention that they can return as level 3 learners after a period of 12 months

The application process begins towards the end of the autumn term. All internal applicants meet with the Head of Post 16 to discuss a suitable programme of study. Where we believe that they will benefit from remaining at Lyng Hall, an offer letter will then be sent out for a suitable pathway, based on their needs and ability.

External applicants will complete an application form (this can be emailed or posted out and can also be found on the school website) and will then be invited to come in to discuss their eligibility for their chosen programme of study.

When there are more eligible external applicants than the admissions number, and once any pupils with a statement of special educational needs (which names the School and which the School has agreed) have been admitted, the oversubscription criteria will be implemented and can be found in the main schools' admissions policy on the Lyng Hall website.

There will be a right of appeal to an Independent Appeal Panel for internal pupils refused transfer and external applicants refused admission. Application for an appeal should be done in the form of a letter to the school.

*\*A BTEC merit is considered to be the equivalent qualifying GCSE Grade.*



### **Roads in Lyng Hall's Catchment Area**

Achilles Road  
Adam Road  
Alfred Herbert Close (1 - 8)  
Alcott Road (1 - 25 odd excluding 13 and 2 - 26 even)  
Alfall Road  
Alliance Way (1 - 51 odd and 2 - 54 even)  
Ansty Road (43 - 455 odd)  
Armstrong Road  
Attwood Crescent  
Austin Drive  
Avon Street (upwards 137 odd and upwards 140 even)  
Balliol Road  
Balmoral Close  
Barrie Way (1 - 17 excluding 13)  
Barton's Meadow  
Beckett Road  
Bell Green Road  
Bell Green Road  
Bellamy Close  
Belmont Road  
Bewick Croft  
Bideford Road  
Birchgrave Close  
Blackberry Lane (flats 1 - 9 Alfred Herbert House)  
Braemar Close  
Bridge Street  
Brierley Road  
Brixham Drive  
Bryn Road  
Burroughs Close (2 - 24)  
Caradoc Close  
Carey Street  
Carpenter Road  
Carroll Crescent  
Cheswick Close  
Clovelly Gardens  
Clovelly Road  
Cockcroft Avenue (12 - 54 even and 1 - 63 odd)  
Common Way  
Comrie Close  
Corinthian Place  
Cove Place  
Crabmill Lane  
Crathie Close  
Curtis Road  
Dame Agnes Grove  
Dartmouth Road  
Deegan Close  
Dennis Road  
Derbyshire Way (2 - 56 even and 1 - 57 odd)  
Devon Grove  
Doncaster Close  
Doone Close  
Dowderry Way  
Draycott Road  
Eddale Way  
Eden Street  
Edgar Walk  
Elderberry Way  
Elgar Road  
Eric Gray Close  
Exmouth Close  
Farlow Close  
Flowerdale Drive  
Forknell Avenue  
Fretton Close  
Frevill Road  
Geoffrey Close  
Gleneagles Road  
Glenroy Close  
Gresley Road  
Gun Lane  
Hartland Avenue  
Haytor Rise  
Heath Crescent  
Heddle Grove  
Henley Mill Lane





Henley Road (1 - 397 odd and 2 - 280 even)  
and Manor Farm  
Hermes Crescent  
Heybrook Close  
Heywood Close  
Hillside  
Hillside North  
Honiton Road  
Hornsey Close  
Hovelands Close  
Kare Road (1 - 9 odd and 2 - 14 even)  
Kelvin Avenue  
Kennet Close  
Kinton Road  
Lambeth Close  
Lamerton Close  
Langnor Road  
Lansbury Close  
Letchlade Close  
Littlefield  
Lutterworth Road  
Lydford Close  
Mardol Close  
Meadway  
Meadway North  
Mercer Avenue (up to 43 odd)  
Miles Meadow  
Mulberry Road  
Navigation Way  
New Green Park including Wyken Croft  
Caravan Site  
Newhall Road  
Norton Hill Drive  
Nuffield Road  
Olive Avenue  
Ox Close  
Pangbourne Road  
Parry Road  
Parson's Nook  
Pendenis Close  
Plymouth Close  
Portwrinkle Avenue

Purcell Road  
Redruth Close  
Roberts Grove (2 - 22 even and 1 - 35 odd)  
Rollings Drive (2 - 32 even and 1 - 23 odd)  
Rosehip Drive  
Samuel Road (2 - 6)  
Sewall Highway  
Shevlock Way  
Shipston Road  
Shulmans Walk  
Shuttle Street  
Sidmouth Close  
Silverton Road  
Singer Close  
Skipton Gardens  
Starcross Close  
Stoney Stanton Road (upwards 520 even  
and upwards 631 odd)  
Stubb's Grove  
Sulgrave Close  
Sullivan Road  
Swancroft Road  
Tackford Road  
Tallands Avenue  
Tavistock Walk  
Thackeray Road  
The Uplands  
Thorney Road  
Tiverton Grove  
Tiverton Road  
Torcastle Close  
Torcross Avenue  
Torpoint Close  
Uplands  
Valley Road  
Warner Row  
Watersmeet Grove  
Watersmeet Road  
Weavers Walk  
Whitnash Grove  
Willow Courtyard  
Wycliffe Grove





Wycliffe Road West  
Wyke Road  
Wykeley Road  
Wyken Avenue  
Wyken Croft  
Wyken Grange Road  
Wyken Way  
Yule Road



FINHAM PARK  
MULTI ACADEMY TRUST