The 3-18 Education Trust

Admissions Policy 2028/29

Every individual is in a great school.

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www.3-18education.co.uk

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Introduction

This policy has been agreed by the Board of Trustees. The 3-18 Education Trust is the admissions authority for its academies/schools. This document is the consolidation of the schools' admissions arrangements. The Board of Trustees is responsible for determining the admissions policy of each school.

Guiding principles governing the admissions arrangements

- All schools in the Trust conform to The Admissions Code (2021) which sets out the statutory framework of admissions and follow the academy admission guidance issued by the Department for Education.
- With the purpose of recognising each school's context, the Trust does not decide one common admissions policy for all schools. Rather, each school reviews its own admissions arrangements annually and it is recommended by the Local Committee (LC) for approval from the Board of Trustees.
- The Trust continues to work with individual schools and Shropshire Council as the local authority to enable both transparency and a mutual understanding of the contexts of each school and the overall admissions challenges within the authority (relevant to each school).
- LCs undertake consultation and publishes admissions as required in accordance with the School Admissions and Appeals Codes. Admissions appeals are managed through a Service Level Agreement with Shropshire Council. Any changes to a school's admissions arrangements, must be recommended to the Board of Trustees. This is done at the first meeting of the LC in each academic year.

Funding Agreement

This policy forms an Annex to the Funding Agreement between the individual academies and the Secretary of State. Any changes to the arrangements set out in individual school's admission arrangements, with the exception of setting a Published Admission Number (PAN) higher than the agreed admission number for a specific year, must be approved in advance by the Secretary of State. (Schools within the Trust are not required to consult on maintaining or increasing their PAN.)

Role of Shropshire Council

Shropshire Council's Admissions Team co-ordinates the admissions process to primary schools for the first time into Reception and year 7 for secondary schools. All enquiries regarding admissions should be addressed to the Admissions Team. Shropshire Council publish a booklet, 'Parents' Guide to Education in Shropshire', each year, with up-to-date information about schools, and a full explanation of the admissions process. The booklets are available from the Shropshire Council website.

Admissions for any year group, other than Reception, Year 7 or Year 12, will be classed as Mid-term applications, and will be handled directly by Shropshire Council.

- A copy of the determined arrangements is available for viewing on the Council's website at www.shropshire.gov.uk
- The contact address is Admissions Team, Shropshire Council, The Guild Hall, Frankwell Quay, Shrewsbury, SY3 8QH. Tel: 0345 678 9008 or email: school-admissions@shropshire.gov.uk

- Website: www.shropshire.gov.uk
  Catchment areas for schools can be viewed on Local View which can be found on the above website address

The Trust's schools work closely with Shropshire Council to ensure that the Independent Appeal Panel acts in accordance with all the relevant provisions of the statutory codes of practice (the School Admissions Code of Practice and the School Admissions Appeals Code of Practice) as they apply at any given time to maintained schools and with the law on admissions as it applies to maintained schools. Reference in admission law and in the code to admission authorities shall be deemed to be references to the LC of the school. Individual schools take part in the Admissions Forum set up by Shropshire Council and have regard to its advice and will participate in the coordinated admission arrangements operated by Shropshire Council. Notwithstanding these arrangements, the Secretary of State may direct any Trust school to admit a named student on application from that student.

Published Admissions Number

The 3-18 Education Trust schools are open access comprehensive schools catering for children and young people aged between 3 and 18.

Reception Year Admissions

The published admission number for each September intake is

Bowbrook Primary School	30
Clive Primary School	12
Coleham Primary School	60
John Wilkinson Primary School	28
Hodnet Primary School	29
Much Wenlock Primary School	24
Prees Primary School	28
St Martins School	30
Whixall Primary School	20

Year 7 Admissions

The published admission number for each September intake is

Bridgnorth Endowed School	120
Lakelands Academy	116
St Martins School	60 (external pupils)
The Priory School	168
The Thomas Adams School	208
Williams Brookes School	162

Sixth Form Admissions (external students)

The published admission number for each September intake is

The Thomas Adams School	60

Reception Year Admissions

For admissions to the Reception Year applications must be made through the Home Admissions Authority from 1st November 2027 to 15th January 2028 for children due to start school in September 2028. The Home Admissions Authority is the local authority parents reside in (pay council tax to) even if applying to a school in another part of England. All applications received by 15th January 2028 will be considered and parents will be informed by Shropshire Council on 16th April 2028 if they have been allocated a place for their child. Please see the Parents Guide to Education booklet on the website www.shropshire.gov.uk/schooladmissions for information on when your child may start school.
All applicants will be admitted up to the school's published admission number.

Children with an Education Health and Care Plan
Children with an Education Health and Care Plan, which names a particular school, will be allocated places at that school.

Oversubscription Criteria
If the school is oversubscribed, after the admission of pupils with an Education, Health and Care Plan where the school is named in the Plan, priority for admission will be given to those children who meet the criteria set out below, in order:

Priority 1
'Looked after child'[1] or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order[2] including those who appear to the school to have been in state care[3] outside of England and ceased to be in state care as a result of being adopted.

Priority 2
Children living within the school's catchment area who will have a sibling attending the school on the day they are due to start there.

Priority 3
Children of staff at the school in either or both of the following circumstances:
a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; and/or
b) the member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.

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[1] A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

[2] An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. 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 (or special guardians).

[3] A child is regarded as having been 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.

Priority 4
Other children living within the school's catchment area

Priority 5
Children living outside the school's catchment area with a sibling attending the school.

Priority 6
All other children living outside the school's catchment area

Year 7 Admissions

For admissions to Year 7 application must be made through the Home Admissions Authority by 31st October 2027 for children due to start school in September 2028. The Home Admissions Authority is the local authority parents reside in (pay council tax to) even if applying to a school in another part of England. All applications received by 31st October 2027 will be considered and parents will be informed by Shropshire Council on 1st March 2028 if they have been allocated a place for their child. Please see the Parents Guide to Education booklet on the website www.shropshire.gov.uk/schooladmissions for information on when your child may start school. All applicants will be admitted up to the school's published admission number.

St Martins School Year 7 Admissions
St Martins is an all-through primary and secondary school. Parents/carers apply for a school place in Reception and do not need to make a further application to transfer into the secondary phase. However, parents/carers whose children have attended other local primary schools who want a place in the secondary phase, will need to apply when their child is in Year 6.

The Thomas Adams School Year 7 Admissions
The Thomas Adams School has boarding facilities (see section on Adams House Boarding Facility). Admissions to Year 7 of the school are still processed by Shropshire Council. The offer of a boarding place does not constitute an offer of a place at the school in Year 7 or in any of the other years in the school. All admissions to Year 7 are subject to the Co-ordinated Admissions Scheme (please refer to Shropshire Council's Parents Guide to Education booklet).

Children with an Education Health and Care Plan
Children with an Education Health and Care Plan, which names a particular school, will be allocated places at that school.

Oversubscription Criteria
If the school is oversubscribed, after the admission of pupils with an Education, Health and Care Plan where the school is named in the Plan, priority for admission will be given to those children who meet the criteria set out below, in order:

Priority 1
'Looked after child'[4] or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship

[4] A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

order[5] including those who appear to the school to have been in state care[6] outside of England and ceased to be in state care as a result of being adopted.

Priority 2
Very exceptionally, priority may be given to a child who has a particular health reason requiring them to attend a specific school. This will only be allowed if parents/carers can provide written evidence from a medical professional that in the view of the local authority confirms that attending that specific school is essential to the medical well-being of the child. The authority reserves the right to contact medical professionals to ascertain the relevance of the medical condition.

Priority 3 (Thomas Adams School only)
Children meeting the Adams House Boarding Admissions Criteria (page 19).

Priority 4
Children living within the school's catchment area who will have a sibling attending the school on the day they are due to start there.

Priority 5
Children of staff at the school in either or both of the following circumstances:
a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; and/or
b) the member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.

Priority 6 (The Priory School only)
Children living in the school's catchment area for whom The Priory School is the nearest Shrewsbury secondary school in accordance with the straight line distance measurement.

Priority 7
Other children living within the school's catchment area.

Priority 8
Children who live outside the catchment area. If there are not enough places for all the children living outside the catchment area, the following criteria will apply in the order stated:

8a Children living outside the school's catchment area who will have a sibling of compulsory school age (11 – 16) at the school on the day they are due to start there.

8b (Bridgnorth Endowed, Lakelands, St Martins, Thomas Adams and William Brookes School only)

[5] An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. 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 (or special guardians).

[6] A child is regarded as having been 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.

Children living outside the catchment area, who have attended a state-funded primary school that lies within the secondary school's catchment area, for more than a whole academic year immediately prior to transfer.

8c All other children living outside the school's catchment area

Notes to the Oversubscription Criteria

Catchment area

The school's catchment area is defined as follows:
A child will be treated as living in the catchment area if they reside with their parent/carer at their normal and genuine place of residence for the majority of the school week and the address identifier lies within the area designated by the Local Authority as the catchment area for that particular school.
Allocation of places for children moving into or outside the catchment area can only be considered when formal confirmation (e.g. signed tenancy agreement when no property is owned, or exchange of contracts) of the address has been received.
All applicants are required to give correct information about the genuine residential address of the child. Where any information regarding a home address is found to be fraudulent or misleading a school place may be withdrawn even if the child has been admitted to the school.
Catchment area maps can be viewed on Local View available from 'Maps' at the foot of the website www.shropshire.gov.uk, or individual addresses can be checked by contacting Shropshire Council's Admissions Team.

Sibling

A sibling connection is defined as a brother or sister, step-brother or step-sister, half-brother or half-sister, living at the same address as part of the same family unit and of compulsory school age (i.e. 5 – 16 years). Adopted and fostered siblings are also included. Siblings must be attending the school on the date the younger sibling is due to start there. However, cousins or other relatives who take up residence in a home in order to establish an 'in catchment area' address will not be given priority under the sibling criterion.
In the case of twins or triplets from the same address, the school will endeavour to admit both or all siblings.

Distances from school

All distances are measured as a straight line on Shropshire Council's computerised mapping system which pinpoints the eastings and northings of the home address and the nearest appropriate entrance gate of the relevant school. The shortest distance will be given priority. Where two addresses are within the same blocks of flats, the lowest number of flat or nearest to the ground floor will be deemed to be the nearest in distance.

Equal Priority

Where 2 or more applications are considered to be of equal priority after all criteria have been taken into account a tiebreaker will be used. This will be by random allocation and overseen by an independent party not connected with the admissions process.

General Guidance

Unsuccessful Applications (primary and secondary)

If unsuccessful on allocation day, a child will automatically be added to the waiting list of their preferred school. Should a vacancy become available the highest ranked application held in accordance with the published oversubscription criteria will be offered a place at the school by Shropshire Council on behalf of the trust.

Waiting list (primary and secondary)

Shropshire Council hold and maintain waiting lists for unsuccessful applications for admission into Reception and Year 7. The waiting lists are held in accordance with the schools published over subscription criteria. If any vacancies arise, places will be offered to applicants at the top of the waiting list. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves it. If an offer of a place is refused, the name will be removed from the waiting list.

When can my child start school?

Children can attend primary education from the September following their 4th birthday. The law requires that children attend school from the prescribed day[7] following their 5th birthday. Parents can request that the date their child is admitted to the school is deferred until later in the school year, or until the child reaches compulsory school age in that year. They can also request that their child attends part-time until they reach compulsory school age. However, the offer of a place cannot be held over until the next academic year. Shropshire Council does not offer the option for a child to start primary school before they are eligible.
For more information on deferring the start of Reception to a different cohort, please see below.

Requests to defer starting Reception

Children must have started school when they reach compulsory school age and cannot start school before the September following their 4th birthday. Requests to defer starting Reception, must be made to Shropshire Council's School Admissions Team at the same time as the application for a school place and by the closing date of 15 January.
Shropshire Council will gather as much information about the child as possible. Parents may submit documentation in support of their request and information may be provided by the current educational or early years setting. Consideration will be given to exceptional circumstances in a child's development, medical history and premature birth, if applicable. Very exceptionally, an assessment by an educational psychologist may be appropriate. When all the information is collated, the request will be considered by the admission authority. The decision will be made on the individual circumstances of the case and whether it is in the child's best interests to join a different cohort.
If a deferred entry is approved, the school place application will be withdrawn, and parents will need to re-apply the following year. An agreed Reception deferral does not guarantee a place at the school the following year; a fresh application must be considered in terms of oversubscription criteria along with all the other applications received for that year group. If a request is refused, the child will still be considered for admission to their normal age group

Admission of children outside their normal age group (not Reception)

[7] Children become of compulsory school age on the first prescribed day following their 5th birthday: 31 August, 31 December or 31 March (or on that day if any of these dates are the child's birthday).

Parents may seek a place for their child outside their normal year group with a different cohort. Such requests may be appropriate, for instance where the child is gifted or talented, or where a child has suffered from particular social or medical issues impacting his or her schooling. All such requests will be considered on their merits and either agreed or refused, on that basis. If a request is refused, the child will still be considered for admission to their normal age group. The process for requesting such an admission is as follows:
With the application, parents should request that the child is admitted to another year group (state which one), and the reasons for that request. Parents will submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

- information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group; and
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

Requests for admission out of the normal year group will be considered alongside other applications made at the same time.

Mid-term applications
Mid-term applications will be dealt with using the same admissions criteria given above. Applications must be made via the Shropshire Council online portal (Synergy - Homepage (shropshire.gov.uk).

If there is a space in the relevant year group a place will be offered. A formal letter from Shropshire Council's Admissions Team will be sent to the parent advising them of the offer and the need to contact school directly to arrange a start date.

If there are no vacancies in the year group, Shropshire Council's Admission Team will speak to the Headteacher to consider whether additional places can be offered. A decision must be notified to parents within 15 school days of making the application.

If a place cannot be offered, parents will receive a formal letter and information on how to appeal against the decision from Shropshire Council's School Admissions Team.

Shropshire Council will maintain a waiting list for unsuccessful applicants. If any vacancies arise, places will be offered to applicants included on the waiting list in strict accordance with normal published oversubscription criteria. If a place can be offered the applicant will be expected to take up the place within 6 school weeks or by the start of the next half term, whichever is the earliest date, with the exception of Reception children who have deferred entry until later in the same academic year. If an offer of a place is refused, the name will be removed from the waiting list.

Service Families

The Trust works with service families to remove potential disadvantage for service children. This is in accordance with Paragraphs 2.21 of the School Admissions Code.

Applications from service families without a Shropshire address will be accepted if accompanied by a posting order or an official letter with a relocation date to the Shropshire Local Authority area. In these circumstances, a Unit postal address or quartering area address will be used when

considering an application against oversubscription criteria. Children of service families are permitted exceptions to the infant class size restriction of 30 pupils per class.

If applications are received in time for inclusion in the main admissions round, no disadvantage will be incurred, and the application will be considered alongside all other applicants. If, due to the timing of a posting, the application is received too late to be considered for national offer day but the applicant would have been eligible for a place had the application been received on time, a place will be offered at the school. Where application is made for an oversubscribed school that is not the designated catchment school for the service address, it is possible that the application would be declined and parents would be informed of their right to appeal, along with the offer of a place at the catchment school.

Refusals

A school may refuse admission to applicants who have been permanently excluded from two or more other schools. The twice excluded rule does not apply to the following children:

- children who were below compulsory school age at the time of the permanent exclusion.
- children who have been reinstated following a permanent exclusion (or would have been reinstated had it been practicable to do so),
- children whose permanent exclusion has been considered by a review panel, and the review panel has decided to quash a decision not to reinstate them following the exclusion; and
- children with Education, Health and Care Plans naming the school.

The ability to refuse admissions runs for a period of two years since the last exclusion.

Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact Shropshire Council School Admissions Team for information on how to appeal. Information on the timetable for the appeals process is on the website www.shropshire.gov.uk/schooladmissions. Parents must be given at least 20 school days from the date of notification that their application was unsuccessful to lodge an appeal.

The Thomas Adams School Sixth Form Admissions

Introduction

The Trust has one school which includes sixth form provision, The Thomas Adams School Wem. Thomas Adams School will offer an education to students that wish to take a more academic pathway. It is their aim, when considering applications, to accept students onto a curriculum which will suit their learning style and encourage them to flourish academically. Judgments and offers will be made on an appropriate level of prior academic achievement. For success in outcomes, students should also have a positive attitude, and aptitude for learning. The school will support students to strive for standards of excellence and encourage them to develop a sense of intellectual independence, accompanied by a social and moral responsibility, to prepare them for their roles in the wider society of the 21st century.

Pupils at Thomas Adams School wishing to enter the sixth form have an automatic right to do so as long as they meet the minimum entry criteria. However, there are published admission numbers on external pupils entering the school for the first time in Year 12.

Applications to Sixth Form

All students interested in a place in Thomas Adam's sixth form should apply by the deadline date published within the application. Applications received after the deadline will be deemed as late. All late applications will be dealt with once all the 'on time' applications have been processed.

Sixth Form admission entry requirements

GCSE Performance

Each course and subject in the sixth form have specific entry requirements. This ensures that students are matched to courses on which they are most likely to achieve success:
Access to a Level 3 course requires a minimum of 5 GCSEs at grade 4 or above, including English and Maths. Many subjects require students to achieve at least a grade 5 or higher – refer to the individual subject outlines for further details.
If students do not achieve a grade 4 or above in either English or Maths, a compulsory resit in the required. This will be included in their offer alongside a limited choice of other Level 3 courses.
Students who achieve at least 5 grades 4+ but who only achieve 3 in English, 3 in English Literature (with a 4+ in Maths) will be accepted onto appropriate courses but will need to resit English.
Students who achieve at least 5 grades 4+ including English or English Literature, but 3 or lower in Maths, will be accepted onto appropriate courses, but will need to resit Maths.
If there have been extenuating circumstances, individual applicants are requested to contact the school to discuss these.
Please refer to the Sixth Form Prospectus for subject-specific entry requirements

An appropriate course is on offer

Thomas Adams School cannot necessarily offer all subject combinations but will use subject preferences from applicants to build the curriculum offer. By 'appropriate course' the school is able to offer the combination of subjects the student wishes to study, and the student has met the subject specific entry requirements as specified in the sixth form prospectus.
It should also be noted that schools will endeavour to run all of the courses as specified in the sixth form prospectus. There may be a limit on the number of places available on any particular course

and the school retains the right to remove courses from its offer if insufficient number of students elect to study them.

Internal Students
All internal students who meet the above criteria will be offered a place in the sixth form.

External Students
External applicants to the sixth form will need to complete a supplementary form and provide the following evidence:

- Proof of date of birth
- Proof of address
- Proof of residency status

If the number of external applicants who meet the minimum entry criteria does not exceed the school's sixth form Admissions Number, all external applicants who meet the admission criteria will be admitted.

Oversubscription Criteria (external students)
If the number of external applicants who meet the minimum entry criteria exceeds the school's sixth form Admissions Number, priority for admission will be given to those students who meet the criteria set out below until all places have been allocated:

Priority 1
'Looked after child'[8] or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order[9] including those who appear to the school to have been in state care[10] outside of England and ceased to be in state care as a result of being adopted.

Priority 2
Children meeting the Adams House Boarding Admissions Criteria (page 19).

Priority 2
Siblings of students presently on the school roll.

Priority 3
Siblings of students who have been on the school roll in the last 5 years.

Priority 4
Others

[8] A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

[9] An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. 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 (or special guardians).

[10] A child is regarded as having been 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.

If the number of applicants within a Priority plus the number in preceding Priorities exceeds the Admission Number, a tiebreaker will be used for those applicants in the Priority exceeding the Admission Number. Priority will be given to those students whose permanent address is nearest to the school.

The student's permanent address is where he or she normally lives and sleeps and goes to school from on the majority of school nights (Sunday – Thursday). Proof of residence can be requested at any time throughout the admissions process. If false or misleading information is used to gain entry to a school's sixth form, the offer of a place will be withdrawn, and the application cancelled.
All distances are measured as a straight line on Shropshire Council's computerised mapping system which pinpoints the eastings and northings of the home address and the nearest appropriate entrance gate of the relevant school. The shortest distance will be given priority. Where two addresses are within the same blocks of flats, the lowest number of flat or nearest to the ground floor will be deemed to be the nearest in distance.

Waiting List
Applicants not offered a place are sent details of the Independent Appeals procedure and can ask to be placed on the School's Waiting List. Applicants are offered a place from the waiting list in order of their ranking on the list up until the end of the summer term preceding Year 12 entry.

Progression into Year 13
Places in the sixth form in Year 13 will be allocated to all students who successfully complete Year 12.
This will be determined by passing their end of year examinations and assessments. In exceptional circumstances students may be allocated a place in Year 12, rather than Year 13 so that they can repeat courses.

The Thomas Adams School Adams House Boarding Facility

Introduction to Adams House

Adams House offers boarding for students of Thomas Adams School and sixth form. The house is run under the control of the Trust Board but application for Year 7 places must be made to the home local authority in accordance with coordinated arrangements.

Entry to Adams House is through interview and supplementary information form in order to assess suitability for boarding. The form is available on our website at https://thomasadams.net/boarding. The boarding fees are set by the school, payable termly one month prior to the start of each term. details can be found at https://thomasadams.net/boarding.

Under regulations laid out in the School Admissions Code, Boarding schools must give the required priority to children in care and then next priority to children with a 'boarding need'. Children with a boarding need include:

- Children at risk or with an unstable background and the children of service personnel who have died while serving or who have been discharged as a result of attributable injury.
- Children of other key workers and Crown Servants working abroad (eg the children of charity workers, people working for voluntary service organisations the diplomatic service or the European Union, teachers, law enforcement officers and medical staff working abroad) whose work dictates that they spend much of the year overseas.

When assessing suitability for boarding, admission authorities can only consider the following two conditions:

- Whether a child presents a serious health and safety hazard to other boarders;
- Whether a child is developmentally suited to a boarding place.

Admissions to Adams House

The school has an admission number of 208, which includes up to five Boarding House places for Year 7. If five Year 7 Boarding House places are not allocated on the 1 March allocation date, the school reserves the right to consider and accept additional Boarding House applications above the admission number after this date, up to a maximum of five.

Where places are not taken up for the start of Year 7, those places will be made available for day pupils in the Thomas Adams School. Up to 30 boarding places can be offered in Year 12 (continuing boarders from Year 11 would have automatic places amongst the 30).

Adams House Boarding Admissions Criteria:

Suitable* children with a Statement of Special Educational Needs or Education Health and Care Plan which names Thomas Adams School will be offered places. After that the admissions criteria will be:

1. Suitable* looked after children and formerly looked after children who were adopted.

2. Suitable* children of members of the UK Armed Forces who qualify for Ministry of Defence financial assistance with the cost of boarding school fees.

3. Suitable* children with a boarding need whose parents live outside Shropshire at the time of admission but with sibling attending the school.

4. Suitable* children with a boarding need who live outside Shropshire but with connection to Shropshire - former residence / relatives (not parent) living in County.

5. Suitable* children with a boarding need who live within the catchment area of the school in order of shortest straight line distance from home to school (not boarding house).

6. Suitable* children with a boarding need who live outside the school's catchment area but in Shropshire, in order of shortest straight line distance from home to school (not boarding house).

7. Other suitable* children.

*Suitability to be assessed in line with the guidance in the Admissions Code of Practice 2021 paragraph 1.43.

Mid-term applications to Adams House
Applications for a boarding place at a time other than the autumn term for Year 7 are classed as mid-term admissions. Parents must first complete the process outlined on page 14 of this Policy to apply for a tuition place at Thomas Adams School even though the Boarding House has places.

Applications
All applications to Adams House will be considered within 10 school days.

Appeals
There is no right of appeal against the school's decision when determining suitability for a boarding place.

Policy Monitoring and Review

Monitoring

The Chief Executive Officer will monitor the outcomes and impact of this policy on an annual basis.

Review

Member of Staff Responsible	Chief Executive Officer
Relevant Guidance/Advice/Legal Reference	The Admissions Code 2021 Shropshire Council Children Services – Learning and Skills, Admissions Team
Policy Adopted By	Trust Board
Consultation	Local Committees
Date of Policy	September 2026
Review Period	Annually
Date of Next Review	September 2027