



The Radclyffe School
"Working Together for Excellence"

THE RADCLYFFE SCHOOL ADMISSION POLICY FOR ENTRY SEPTEMBER 2026

Approved by	Recommended for Consultation by the Governors of TRS 05.11.24
Date Approved	
Review Date	

CONSULTATION

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The Radclyffe School is a secondary school for girls and boys aged 11-16 years. Our mission statement is "Working Together for Excellence" which underpins everything we do.

The Radclyffe School works with the following associate partner schools: Bare Trees Primary; Burnley Brow Primary; Christ Church C of E Chadderton; St Matthew's C of E Primary School, Chadderton; Freehold Primary; Mills Hill Primary; St Luke's C of E Primary; St Anne's C of E Primary Royton; Stanley Road Community Primary; Whitegate End Primary and Nursery.

The Local Authority is Oldham Council, who will co-ordinate the applications.

The published admission number (PAN) is 300.

The policy fully complies with the School Admissions and Appeals Code (2022) and all relevant Education Acts and Regulations.

Children who have an Education, Health and Care Plan will automatically be allocated a place where The Radclyffe School has been named in the statement.

Oversubscription Criteria

Criterion 1: Children in care or children who have previously been looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order will be given the highest priority for admission.

Criterion 2: Children who are considered to have an exceptional medical or social reason as to why they should attend The Radclyffe School (Parents will be required to submit evidence to support their application under this criterion).

Criterion 3: Children who will have a sibling attending The Radclyffe School in September 2026.

Criterion 4: Children attending a named associate partner school (Bare Trees Primary; Burnley Brow Primary; Christ Church C of E Chadderton; St Matthew's C of E Primary School, Chadderton; Freehold Primary; Mills Hill Primary; St Luke's C of E Primary; St Anne's C of E Primary Royton; Stanley Road Community Primary; Whitegate End Primary and Nursery)

Criterion 5: Children who do not attend a named associate partner school and who will not have a sibling attending The Radclyffe School in September 2026.

Tiebreak Criterion

If, in any category, there are more applications than places available, priority will be given on the basis of proximity to the school. This will be determined by the home to school distance measurement by the Local Authority.

Home to School Distance Measurement

Distance will be calculated by the straight line measurement from the child's permanent home address location to the centre point of The Radclyffe School.

Intention to Move House

An intention to change address cannot be considered by the Local Authority (LA) until such a move has actually taken place and proof is available to substantiate the change of address. Proof of change of address will be accepted up until the latest reasonable date prior to the final allocation of school places on 1st March 2026.

Exceptional Medical or Social Reasons

If Parents/Carers are claiming that there are exceptional medical or social reasons why their child should be prioritised above other applicants, they must give reasons for this claim, which must be supported by evidence. A panel of at least three senior officers will assess that evidence.

The School Admission and Appeals Code 2022 states that admissions authorities must not give higher priority to children under this criterion if the required documents have not been produced. If parents are submitting an online application form claiming that there are exceptional medical or social reasons, the supporting evidence must be sent by email to: ecs.pupils@oldham.gov.uk. or handed in to School Admissions Team, Oldham Council Offices, Spindles Shopping Centre, West Street, Oldham, OL1 1HD

Definition of Exceptional Medical Need

"Exceptional medical need" means that the child's health and welfare would be best served if they attended The Radclyffe School. Parents/Carers would need to provide medical evidence in the form of a letter or report from a doctor to support their case. The evidence would have to establish that The Radclyffe School is the best/only school to serve the child's needs. The evidence would also need to state why other schools could not provide the appropriate support for the child.

Definition of Exceptional Social Need

"Exceptional social need" means that the child's welfare would be best served if they attended The Radclyffe School. Parents/Carers would need to provide evidence in the form of a letter or report from a social worker or other professional in the area of children's welfare to support their case. The evidence would have to establish that The Radclyffe School is the best/only school to serve the child's needs. The evidence would also need to state why other schools could not provide the appropriate support for the child.

Sibling Link

We accept that in some family units (one or two parents or carers and children) the children may not be natural brothers and sisters. Older children from the same family unit, living at the same family address, can be considered as a sibling link under this criterion. A sibling is your child's brother or sister (including half-brothers and sisters, stepchildren and fostered children living with the same family at the same address). Please note that cousins do not count as siblings.

Twins or Triplets

In cases where twins, triplets, or other multiple birth siblings are split when allocations take place, they will be allocated a place over the Published Admission Number.

Flats

In the event of two or more children living an equal distance from the school, e.g. blocks of flats, and there being only one place available, the place will be decided by random allocation (lottery).

Permanent Address

The only address we will consider is the permanent home address of the child. The permanent home address is considered to be the address of the adult/s with whom the child is permanently resident. Where a child stays with another parent for part of the week, further enquiries may be made in order to determine where the child is predominantly resident.

Childcare Arrangements

If a childminder, grandparents, or other family member cares for the child on a daily basis at another address, we cannot consider this address for the purpose of The Radclyffe School admission process.

The Appeals Process

Where the governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002.

Parents should notify the clerk to the governors at the school within 14 days of receiving the letter refusing a place. Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.'

Waiting Lists

Subject to any provisions regarding waiting lists in Oldham Local Authority's co-ordinated admission scheme, The Radclyffe School will operate a waiting list. Where The Radclyffe School receives more applications for places than there are places available, a waiting list will operate. This will be maintained by The Radclyffe School and it will be open to any parent to ask for their child's name to be placed on the waiting list, following an unsuccessful application

A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.