Star

NURTURING TODAY'S YOUNG PEOPLE,
INSPIRING TOMORROW'S LEADERS

PROPOSED ADMISSION ARRANGEMENTS

2028/29

The Valley Leadership Academy

Proposed Admission Arrangements for The Valley Leadership Academy for 2028/29

The Valley Leadership Academy is part of Star Academies. As a progressive and inclusive school, all applications will be considered equally.

Year 7 Admission for The Valley Leadership Academy

The admissions process is part of Lancashire County Council's scheme for co-ordinated admissions to secondary schools.

All applicants are required to complete their home Local Authority's common application form by 31 October 2027.

Parents will receive notification on the outcome of their application on 1 March 2028.

The DfE have approved the rebuild of the school in time for it to open in 2030/2031, with the PAN set at 120. As the 2028 year 7 cohort will move to the reduced capacity new rebuilt site before they finish their five years at TVLA, it is considered appropriate to reduce the PAN to 120.

All applicants will be admitted if 120 or fewer apply.

If the school is oversubscribed, children will be admitted in accordance with the oversubscription in the order listed below, once all children with an education, health and care plan, naming the school are admitted.

Oversubscription criteria

1) Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note 1).

2) Children of staff employed at The Valley Leadership Academy for 2 or more years at the time of application and offer of a place, and / or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage (see note 2).

3) Children with proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at The Valley Leadership Academy.

   Parents are responsible for providing the professional supporting evidence to the school by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional (see note 3).

4) Children with a sibling(s) attending The Valley Leadership Academy in Years 7 to 11 at the time of application and offer of a place (see note 4).

5) All other children who live nearest from home to school (see note 5).

Notes

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) at the time of making an application to a school.

   A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society (see Section 23ZZA(8) of the Children's Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017).

   This includes children who were adopted 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).

   Child arrangement orders are defined Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence orders in force prior to 22 April 2014 is deemed to be a child arrangements order.

   Section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2) A child is eligible for consideration when the parent(s) of child on the payroll of the school completes the section on the home Local Authority's common application form.

3) For a place to be offered under this criterion, the information must confirm the exceptional medical or social need and demonstrate how The Valley Leadership Academy is the only school that can meet the defined needs of the child. In all cases the medical or social need must be permanent or long term. For medical conditions affecting mobility, consideration will only be given if The Valley Leadership Academy is nearest to the child's home. It is the parent's responsibility to provide the information directly to the school. Failure to provide the supporting information by the closing date may result in the application not being considered under this criterion.

4) Siblings refers to full, half, adopted, step, foster children or the child of the parent's partner, and in every case, the child must be living in the same family unit at the same address.

5) Lancashire County Council measures the distance in a straight line (radial) between the applicant's home address point and the address point of the school (co-ordinates provided by ordnance survey data).

Tie-breaker

Children who live nearest from home to school will receive priority for any criteria that are oversubscribed. If the distance between home and school is the same, which includes the same geographical property reference (such as a block of flats), random allocation is used as a tie-breaker. Lancashire County Council's School Admissions Team will undertake the random allocation process in the presence of a school representative at the Council Offices.

Address

The address given must be where the child and parents live permanently. It should not be the child minder's, grandparent's or other relative's address. If parents share custody of a child, the school may request to see the court order, child tax credit letter, child benefit letter, medical card or other evidence to establish where the child is resident for the majority of the time during the weekdays. If there is joint custody for the child, the address of the parents receiving the child benefit is used. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative's house will not be considered as a permanent address.

Parents will be required to provide current copy of council tax as proof of residence at the permanent address. We may seek other means of evidence as proof of residence at the permanent address if required.

Change of address

Parents must provide the council tax document evidencing the end of residency in their previous home and the current council tax document evidencing occupancy at the new home.

In addition, you are required to provide at least one of the following documents:

- Proof of purchase / tenancy agreement;
- Current utility bill;
- Current bank statement;
- Current driving licence;
- Letter from your GP.

It is the parents' responsibility to inform the Council of a change in the permanent address following submission of the common application form. Parents may be requested to provide proof of the change in the permanent address.

Multiple births

If children of multiple births (twins and triplets) require admission in the same year group and there is only a single place left within the published admission number, the school will offer places above the published admission number.

Late applications

Unless there are exceptional reasons for the late submission of the common application form, late applications will not be considered at the same time as applications that were received by the closing date.

When determining whether exceptional circumstances apply, the school may consider the following information:

- Parents moving into the area after the closing date.
- Parents were abroad for the whole period between the publication of the Local Authority's composite prospectus and the closing date of the application form.

- Parental / child illness which required hospitalisation for a significant period between the publication of the Local Authority's composite prospectus and the closing date of the application form.

Late applications, late additional supporting information or change of preferences received after 1 December 2027 will not be considered with the applications made by the closing date. The late applications will be considered after all the others that were received on time and placed on the waiting list in order according to the oversubscription criteria. Applications received after the start of the autumn term 2028 will be treated as an in-year application.

Waiting list

Parents of children refused admission for the school's Year 7 group each September can request Lancashire County Council to include their child's details on the waiting list for the school.

The position on the waiting list is determined by the priority order of the admission policy and nothing else. When the number of children admitted to the school drops below the published admission number, a place is offered to the child who is at the top of the waiting list.

The position of your child on the waiting list may change. They may move up or down each time a child is added or removed, or when the change in circumstances of the child requires them to be considered against a different priority order of the school's oversubscription criteria. Looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol must take precedence over those on the waiting list.

The school maintains the waiting list in accordance with the school's oversubscription criteria until 31 December in the academic year of Year 7 admission. Parents should complete an in-year application form thereafter if they wish their child's details to be kept on the waiting list for the remainder of the academic year.

For the in-year waiting list, parents must complete a new application form each year at the beginning of the new academic year.

Withdrawing an offer of a place

The school reserves the right to withdraw an offer of a place if:

- It was made in error;
- Parents fail to respond to the offer of a place within a reasonable period of time;
- Parents decline the place offered;
- It is established that the offer of a place was obtained through a fraudulent or misleading application.

Where parents fail to respond to the offer of a place, the school will give the parents a further opportunity to respond and explain to them that the offer of a place will be withdrawn unless they respond by the specified date. Where an offer of a place is withdrawn based on misleading information, the school will consider the application afresh and will offer a right of appeal if admission cannot be offered.

The school will not withdraw the offer of a place once the child has started at the school, except where that place was fraudulently obtained. In deciding whether or not to withdraw the offer of a place,

account will be taken of the length of time the child has been at the school. Where the child has been at the school for less than a term, the school may consider it appropriate to withdraw the place.

Admission of children outside their normal age group

Parents may seek a place for their child outside of their normal age group, for example, if a child is gifted and talented or has experienced problems such as ill health.

Parents of children who are already of secondary school age are required to complete the in-year application form along with a letter requesting admission out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Parents of children who wish to seek admission to Year 7 outside their normal age group (i.e. who are currently placed in a lower or higher year group) will need to submit the normal common application form to the Local Authority (in writing or online). Parents must do this at the same time as they submit a written request to the school for their child to be admitted out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

The school will make a decision on the request before the secondary national offer date if the request for admission is received during the normal admissions round, if at all possible.

To enable the school to consider if the request for admission outside the normal age group is in the best interests of the child concerned, the school will consider:

- Parent's views.
- Information about the child's academic, social and emotional development.
- Where relevant, the child's medical history and views of the medical professional.
- If the child was born prematurely, what age group would the child have fallen in, if the child had been born on time.
- Views of the headteacher.

It is for parents to decide the professional evidence they wish to submit in support of their application for admission outside the normal age group. However, there is no expectation on parents to provide the professional evidence that they do not already have. The school will consider all requests regardless of whether any professional evidence is submitted. The supporting information could include:

- Any evidence from a health or social care professional who is involved in the care or treatment of the child, for example speech and language therapist, occupational therapist, social worker or paediatrician.
- The view of the headteacher of the school that they currently attend and any records of the child's development and progress.
- What can the year group in which a place is sought offer that their chronological year group would not?

The school will make their decision based on the circumstances of each individual case, and in the best interests of the child concerned. The school will inform the parents of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

Parents have a statutory right to appeal to an independent appeal panel against the refusal of a place at a school for which they have applied in their child's chronological age group. However, there is no right of appeal against the decision to refuse admission outside of a child's chronological age group. Parents may make a complaint to Star Academies about the decision to refuse an application for admission outside their child's chronological age group.

In-year admission

In-year admission is the process of applying for admission into an existing year group within a school. Applications for the year 7 intake made after the start of the autumn term 2028 will be treated as an in-year application.

The school manages the in-year admission process. Parents are required to complete the in-year application form, which is available from and returnable to the school.

Details of children who cannot be offered admission will be referred to Lancashire County Council and they may contact you to support you to secure a place at a school. Where a place cannot be secured at a school within a reasonable distance from your home, Lancashire County Council will apply the Fair Access Protocol to secure the most appropriate educational provision.

For children with an education, health and care plan, the in-year admission process will not apply. Parents should contact their home Local Authority's Special Educational Needs Team. The child is offered a place if the Local Authority's Special Educational Needs Team names the school in the education, health and care plan.

Appeals

Parents have a legal right of appeal to an independent appeal panel against the decision not to offer admission. Manchester City Council administers the appeals process on behalf of the school. Parents must request an appeal form from admissions@staracademies.org

Parents have at least 20 school days to prepare and submit their written case to the independent appeal panel. They will normally receive 14 days' notice of the place and time of the hearing, so they can attend, in order to present the case in person.

The decision letter from the independent appeal panel, which will include the reasons for the decision is communicated to all parties as soon as possible after the hearing.

Re-appeals

Parents do not have the right to a second appeal in respect of the same year group, unless in exceptional circumstances, the school has accepted a 2nd application from the parents because of a significant and material change in the circumstances of the parents, child or school but were still refused admission.

Consultation response

In accordance with paragraph 1.42 of the DfE School Admissions Code 2021 (Code), the interested parties outlined in paragraph 1.44 of the Code have an opportunity to comment on the school's proposed admission arrangements for the 2028/29 academic year.

The consultation will take place from 23 November 2026 to 08 January 2027. Responses to the consultation must be sent by email or letter by 08 January 2027, at the very latest to:

Admissions and Exclusions Team
Star Academies
Shadsworth Road
Blackburn
Lancashire
BB1 2HD
Telephone: 0330 313 9137
Email: admissions@staracademies.org