



**Gildredge  
House**

Secretary of State for Education  
c/o Derek Carpenter  
Free Schools Group  
DfE  
St Pauls Place  
125 Norfolk Street  
Sheffield  
S1 2FJ

7<sup>th</sup> January 2016

Dear Mr Carpenter

**GILDREDGE HOUSE: AMENDMENT OF ADMISSION ANNEX TO FA TO RECOGNISE  
DEROGATION AGREED WITH THE SECRETARY OF STATE**

I am authorised on behalf of Gildredge House Free School Trust to agree to the amendment of annex B to the funding agreement of Gildredge House as set out in the schedule to this letter.

We agree with the Secretary of State that the change shall take effect from the date of this letter.

Yours sincerely

G Walker  
Chair of Governors

## Schedule

Annex B to the funding agreement signed and sealed on 22 August 2013 shall be amended and re-stated in the form set out below with effect from 7 January 2016.

## Annex B

### **REQUIREMENTS FOR THE ADMISSION OF PUPILS TO GILDREDGE HOUSE**

#### **GENERAL**

1. This Annex may be amended in writing at any time by agreement between the Secretary of State and the Academy Trust.
2. Except as provided in paragraphs 2A to 3 below The Academy Trust will act in accordance with, and will ensure that an Independent Appeal Panel is trained to act in accordance with, all relevant provisions of the School Admissions Code and the School Admission Appeals Code published by the Department for Education ("the Codes") as they apply at any given time to maintained schools and with equalities law and the law on admissions as they apply to maintained schools. For this purpose, reference in the Codes or legislation to "admission authorities" shall be deemed to be references to the governing body of the Academy Trust.  
  
2A. The Academy Trust is permitted by the Secretary of State to determine admission arrangements (subject to consultation in accordance with the School Admissions Code) that give priority for admission (but not above looked after children and previously looked after children) to children whose parents have permitted Founders status. The Academy Trust should ensure that they grant Founders status according to the requirements of Charity law, which permit special provision to be made for a small group of the general beneficiaries of the Charity providing that the greatest benefit is to the wider community. The Academy Trust should only grant Founders status to a parent or guardian whom the Academy Trust has identified in its discretion as having genuinely played a material role in setting up the school and whose continued support and involvement is deemed by the Academy Trust to be necessary in helping it establish itself in its early years for the benefit of the public as a whole.
3. Notwithstanding the generality of paragraph 2 of this Annex, the Academy Trust will participate in the co-ordinated admission arrangements operated by the local authority (LA) and the local Fair Access Protocol.
4. Notwithstanding any provision in this Annex, the Secretary of State may:
  - (a) direct the Academy Trust to admit a named pupil to Gildredge House on application from a LA. This will include complying with a School Attendance Order<sup>1</sup>. Before doing so the Secretary of State will consult the

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<sup>1</sup> Local authorities are able to issue school attendance orders if a child is not attending school. These are legally binding upon parents. Such an order might, for instance, be appropriate

Academy Trust.

- (b) direct the Academy Trust to admit a named pupil to Gildredge House if the Academy Trust has failed to act in accordance with this Annex or has otherwise failed to comply with applicable admissions and equalities legislation or the provisions of the Codes.
- (c) direct the Academy Trust to amend its admission arrangements where they fail to comply with the School Admissions Code or the Admission Appeals Code.

5. The Academy Trust shall ensure that parents and 'relevant children'<sup>2</sup> will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy Trust. The Independent Appeal Panel will be independent of the Academy Trust. The arrangements for appeals will comply with the School Admission Appeals Code published by the Department for Education as it applies to Foundation and Voluntary Aided schools. The determination of the appeal panel is binding on all parties.

### **Relevant Area**

6. Subject to paragraph 7, the meaning of "Relevant Area" for the purposes of consultation requirements in relation to admission arrangements is that determined by the local authority for maintained schools in the area.

7. If the Academy does not consider the relevant area determined by the local authority for the maintained schools in the area to be appropriate, it must apply to the Secretary of State by 1 August for a determination of the appropriate relevant area for the Academy, setting out the reasons for this view. The Secretary of State will consult the Academy and the LA in which the Academy is situated in reaching a decision.

### **Requirement to admit pupils**

8. Pupils on roll in any predecessor maintained or independent school will transfer automatically to the Academy on opening. All children already offered a place at any predecessor school will be admitted.

9. The Academy will:

- a. subject to its right of appeal to the Secretary of State in relation to a named pupil, admit all pupils with a statement of special educational needs or education health and care plan naming the Academy;

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where a child has a place at an Academy but his/her parents are refusing to send him/her to school. The order will require a parent to ensure his/her child attends a specified school.

<sup>2</sup> relevant children' means:

- a) in the case of appeals for entry to a sixth form, the child, and;
- b) in any other case, children who are above compulsory school age, or will be above compulsory school age by the time they start to receive education at the school.

- b. adopt admission oversubscription criteria that give highest priority to looked after children and previously looked after children, in accordance with the relevant provisions of the School Admissions Code.

**Oversubscription criteria, admission number, consultation, determination and objections.**

10. The Academy admission arrangements will include oversubscription criteria, and an admission number for each relevant age group<sup>3</sup>. The Academy will consult on its admission arrangements and determine them in line with the requirements within the School Admissions Code.

11. The Academy Trust must make it clear, when determining the Academy's admission arrangements, that objections should be submitted to the Schools Adjudicator.

12. A determination of an objection by the Schools Adjudicator will be binding upon the Academy.

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<sup>3</sup> 'Relevant age group' means 'normal point of admission to the school: for example, year R, Year7 and Year 12.