



Tauheedul Boys

Tauheedul Islam Boys' High School, Blackburn

The admission arrangements are in line with the Mission Statement of the school

To promote a culture of educational excellence, from within a caring and secure Islamic environment enriched with the values of discipline, mutual care and respect, which extends beyond the school into the wider community

Determined Admission Arrangements for 2016/17

Determined Admission Arrangements for Tauheedul Islam Boys' High School 2016/17

Tauheedul Islam Boys' High School (TIBHS) is part of the Tauheedul Education Trust. The Tauheedul Education Trust has devolved responsibility for admissions to the Local Governing Body of TIBHS.

As an 11-18 progressive, inclusive and outstanding Muslim faith school, TIBHS welcomes applications from families of other faiths and non-faiths.

Year 7 admissions for TIBHS for 2016/17 academic year

The admissions process is part of the Blackburn with Darwen Borough Council's determined scheme for co-ordinated admissions to secondary schools.

All applicants are required to complete their home Local Authority's common application form by 31st October 2015.

All applications will be considered equally.

Parents will be advised of the outcome of their application on 1st March 2016.

The published admission number for the Year 7 intake in 2016 is 120.

The school will accordingly admit up to 120 boys in year 7 if sufficient applications are received. All applicants will be admitted if 120 or fewer apply.

If the school is oversubscribed, the school will admit boys under two priority groups, once all boys with a statement of special educational needs or education, health and care plan, naming the school, have been admitted.

Oversubscription Criteria

Priority Group A

A maximum of 50% of the remaining places will be allocated to boys who are members of the *Muslim faith in the following order:

1. Looked after Muslim boys or a Muslim boy who was previously looked after, but immediately after being looked after was adopted or became subject to child arrangements or special guardianship order (see note 1).
2. Boys whose parent/carer is a member of, or a woman who receives the membership benefits of, Masjid-e- Tauheedul Islam**.
3. Boys whose parent/carer is a member of, or a woman who receives the membership benefits of, Masjid al Hidayah, Masjid-e-Irfan and Masjid-e-Anisul Islam**.
4. Muslim boys with a sibling who is a pupil already attending, or was a former pupil of TIBHS (see note 2).
5. Sons of Muslim staff employed at TIBHS for 2 or more years at the time at which the application for admission is made, and / or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage (see note 3).
6. Muslim boys for whom the Governing Body accepts that they have proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at TIBHS.

Professional supporting evidence must be provided by the parent from e.g. a consultant, doctor, psychologist, social worker or from another professional. A place will only be offered, if the Governing Body accepts the view of the professional, which confirms that the existing medical, social or welfare difficulties will be exacerbated if admission is not offered at TIBHS (see note 4).

7. Muslim boys who live nearest to TIBHS. The distance will be measured in a straight line from the front door of the child's home to the main school entrance, using Blackburn with Darwen Borough Council's computerised mapping system.

***Faith Priority**

A boy will become eligible for consideration under the faith priority group when the parents confirm their son's faith on the Blackburn with Darwen Borough Council's application form.

****Mosque Membership**

To be eligible for admission under criteria 2 and 3, the parent/carer must have been a member/eligible for membership benefits from at least January 2014. This will include sons of women who receive membership benefits of the mosques named in criteria 2 and 3. This will be strictly applied. Only in exceptional circumstances, such as moving into the current address recently, will the Governing Body consider waiving this requirement. Evidence/written confirmation of membership/eligibility for membership benefits will be requested from the relevant mosque.

Tie-breaker

If any categories are oversubscribed, then the geographical proximity (as set out in category 7 above), will be used as a tie-breaker. If the distance between the boys' homes and the school is the same, then random allocation will be used as a tie-breaker. The random allocation process will be undertaken by Blackburn with Darwen Borough Council's School Admissions Team at the Council Offices in the presence of the school representative.

Priority Group B

A maximum of 50% of the remaining places will be allocated to other applicants in the following order:

1. Looked after boys or a boy who was previously looked after, but immediately after being looked after was adopted or became subject to child arrangements or special guardianship order (see note 1).
2. Boys with a sibling who is a pupil already attending TIBHS or was a former pupil of TIBHS (see note 2).
3. Sons of staff employed at TIBHS for 2 or more years at the time at which the application for admission is made, and / or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage (see note 3).
4. Boys for whom the Governing Body accepts that they have proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at TIBHS.

Professional supporting evidence must be provided by the parent from e.g. a consultant, doctor, psychologist, social worker or from another professional. A place will only be offered, if the Governing Body accepts the view of the professional, which confirms that the existing medical, social or welfare difficulties will be exacerbated if admission is not offered at TIBHS (see note 4).

5. Boys who live nearest to TIBHS. The distance will be measured in a straight line from the front door of the child's home to the main school entrance, using Blackburn with Darwen Borough Council's computerised mapping system.

Tie-breaker

If any categories are oversubscribed, then the geographical proximity (as set out in category 5 above), will be used as a tie-breaker. If the distance between the boys' homes and the school is the same, then random allocation will be used as a tie-breaker. The random allocation process will be undertaken by Blackburn with Darwen Borough Council's School Admissions Team at the Council Offices in the presence of the school representative.

All applicants will be considered equally for a place under both priority groups A and B.

Allocation of places if either Priority Group A or Priority Group B are undersubscribed

If, after the admission of boys with a statement of special educational needs or education, health and care plan, fewer than 50% of the remaining boys qualify for admission under Priority Group A, additional places will be offered using the criteria listed under Priority Group B until the admission number of 120 is met.

If, after the admission of boys with a statement of special educational needs or education, health and care plan, fewer than 50% of the remaining boys qualify for admission under Priority Group B, additional places will be offered to applicants who were not allocated a place under Priority Group A. These applicants will be considered without reference to faith, in line with the over-subscription criteria in Priority Group B, until the admission number of 120 is met.

Address

The address given must be where the child and parent / carer live permanently. It should not be the child minder's, grandparent's or other relative's address. If parents share custody of a child, then we 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.

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. 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). Under the provisions of s14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangement orders. 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. Siblings refers to full, half, adopted, step, foster brothers or the son of the parent/carer's partner, and, in every case, the boy must be living in the same family unit at the same address.

To be eligible for consideration as a sibling of a former pupil, the following condition must be satisfied:

- (a) Attendance at TIBHS until the end of year 11.

3. A boy will be eligible for consideration as a child of a staff member when his parent(s) confirms on the Blackburn with Darwen Borough Council's common application form that they have been employed at TIBHS for 2 or more years at the time at which the application for admission is made, and / or they have been recruited to fill a post where there is a demonstrable skill shortage.
4. It is important that you state on the application form and if required, attach a letter, clearly setting out your reasons for requesting admission under the medical, social, or welfare criteria. You must also provide written supporting evidence from a professional with the application form. The letter from the professional must confirm that the existing medical, social or welfare difficulties will be exacerbated if admission is not offered at TIBHS.

The supporting evidence from the professional must be submitted with the application form by 31st October 2015. It is acceptable for the supporting evidence to be submitted later than the application form, as long as it is received by 31st October 2015. If however, the supporting evidence is submitted after 31st October 2015, then there is a possibility that the Governing Body may not accept the late submission.

Multiple births

Where a single place remains and the application being considered is for twins, triplets etc, the Governing Body will offer places above the published admission number, for each child.

Late applications

Unless there are exceptional reasons for the late submission of the application form, late applications will not be considered at the same time as applications that were received by the closing date. These may include the following circumstances: parents moving into the borough 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; and parental/child illness which required hospitalisation for a significant period between the publication of the Local Authority's composite prospectus and the closing date for the late submission of the application form.

No late applications will be considered after 1st February 2016. 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.

Waiting list

Boys who are refused admission for the TIBHS's year 7 group each September, will automatically be included on the waiting list for TIBHS, where TIBHS is a higher preference than the school where your son was allocated a place. Parents/carers who wish their child's details to be included on the waiting for TIBHS even though a place has been allocated at a higher preference school, should contact Blackburn with Darwen Borough Council's School Admissions Team.

The position on the waiting list will be determined by the priority order of the admission policy for Priority Group A and Priority Group B. When the number of children admitted to the school drops below the published admission number, a place will be offered to the child who is at the top of the waiting list from the relevant priority group. For example, if a place becomes available from Priority Group A then a place will be offered to the child who is at the top of the waiting list for Priority Group A and where a place becomes available from Priority Group B then a place will be offered to the child who is at the top of the waiting list for Priority Group B.

The position on the waiting list may change. They may move up or down each time a student is added or removed, or when the change in circumstances of the student requires him 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 waiting list will be maintained in accordance with the school's oversubscription criteria by Blackburn with Darwen Borough Council, on behalf of TIBHS, until 31st December in the academic year of year 7 admission. Parents are advised to contact the school, if they want their son's details to be kept on the waiting list, from the spring term onwards.

The in - year admission waiting list will be maintained by the school, in accordance with the school's oversubscription criteria. As and when places become available they will be allocated to the child who is at the top of the waiting list for either Priority Group A or Priority Group B. For example, if a place becomes available from Priority Group A then a place will be offered to the child who is at the top of the waiting list for Priority Group A and where a place becomes available from Priority Group B then a place will be offered to the child who is at the top of the waiting list for Priority Group B.

Withdrawing an offer of a place

The Governing Body reserves the right to withdraw an offer of a place if it was made in error, a parent fails to respond to the offer of a place within a reasonable period of time, or it is established that the offer of a place was obtained through a fraudulent or misleading application. Where a parent fails to respond to the offer of a place, the Governing Body will give the parent 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 on the basis of misleading information, the Governing Body will consider the application afresh, and will offer a right of appeal if admission cannot be offered.

The Governing Body will not withdraw the offer of a place once the boy 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 boy has been at the school. Where the boy has been at the school for less than a term, the Governing Body may consider it to be appropriate to withdraw the place.

Admission of children outside their normal age group

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

Parent(s)/carer(s) of children who are already of secondary school age must submit their written request for admission out of the normal age group to the Governing Body. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Parent(s)/carer(s) of children who wish to seek admission to Year 7 outside their normal age group (i.e. who are currently placed in a lower year group) will need to submit a normal Common Application Form (CAF) to the Local Authority (in writing or online) for admission into the normal age group at the same time as they submit a written request to the Governing Body for their child to be admitted out of the normal age group.

Please note the Governing Body will not honour a decision made by another admission authority on admission out of the normal age group. Parent(s)/carer(s), therefore, should consider whether to request admission out of the normal year group at all their preference schools, rather than just their first preference school.

The Governing Body will make a decision on the request before the Secondary national offer date if at all possible.

If the request is agreed, the parent(s)/carer(s) must make a new application for the next main admission round the following year, and their current application for the normal age group should be withdrawn before a place is offered.

If their request for admission outside the normal age group is refused, parent(s)/carer(s) must decide whether to accept the offer of a place for the normal age group that they receive from the Local Authority, or to refuse it and make a further in-year application to the Governing Body for their child to be admitted outside their normal age group when they leave the current primary school.

Parent(s)/carer(s) seeking admission of their child outside their normal age group must send their written request to the Governing Body. It is the responsibility of the parent(s)/ carer(s) to provide the Governing Body with all relevant information relating to this request which is outlined below:-

- Evidence to show that the child is currently or has previously been educated outside the normal age group and / or they may naturally have fallen into a lower age group if it were not for being born prematurely
- Letter from the headteacher at the current school outlining the level of work undertaken, the progress being made and evidence that the child will learn more from being in a group that is outside their normal age group
- Letter from the headteacher at the current school regarding the child's social and emotional development and the likely impact of the admission
- Existing professional assessment reports either from the LA's educational psychologist or an independent educational psychologist
- Medical history of the child along with a letter from the Consultant / GP outlining the benefits of admission outside their normal age group

The Governing Body is required to take into account the views of the Head Teacher on the application as well as the information from the parent(s)/carer(s).

The Governing Body will make their decision on the basis of the circumstances of each individual case, and in the best interests of the child concerned. The Governing Body will then inform the parent/carer of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

Parent(s)/carer(s) have a statutory right to appeal to an independent admission appeal panel against the refusal of a place at a school for which they have applied. As the purpose of the appeals process is to consider whether a child should be admitted to a particular school, the right of appeal **does not apply** if they are offered a place at the school but it is not in their preferred year group. However, they may make a complaint about the Governing Body's decision not to admit their child outside their normal age group.

In - year admission

In - year admission is the process for applying for admission into an existing year group within a school. It does not refer to year 6 to year 7 transfer into secondary school in September.

The in - year admission process is managed by Blackburn with Darwen Borough Council. Parents are required to complete the Blackburn with Darwen Borough Council's application form.

For some boys, it may not be possible to secure admission under the in - year admission process. Blackburn with Darwen Borough Council will apply the fair access protocol to secure the most appropriate educational provision for these boys.

For children who have a statement of special educational needs or education, health and care plan, the in - year admission process will not apply. Their request will be dealt with by Blackburn with Darwen Borough Council's Special Educational Needs Team.

Appeals

Parents/carers have a legal right of appeal to an independent admission appeal panel against the decision not to offer admission at TIBHS. The appeals process will be administered by Blackburn with Darwen Borough Council, on behalf of the school. Parents/carers who wish to appeal should contact Blackburn with Darwen Borough Council's School Admissions Team who will send an appeal form on behalf of the school. The closing date for receipt of appeal forms is 16th May 2016. Parents/carers 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.

Appeals which are received after the deadline will be slotted into the schedule where this is possible. There is no guarantee that this will happen and late appeals may be heard after the stipulated date at a second round of hearings. The schedule is subject to change depending upon the availability of appeal panel members, clerks, venues and the number of appeals for each school.

Re-appeals

Parents/carers do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Governing Body has accepted a 2nd application from the parents/carers because of a significant and material change in the circumstances of the parent, student or school but still refused admission.