



## ADMISSIONS POLICY

<b>Audience</b>	All staff, governors, parents
<b>Named person responsible for monitoring</b>	Governors /Camden LA/School

Hampstead has been designated a seven form of entry school, which means it is able to admit 210 boys and girls each year group. Students are then placed in 7 classes of 30.

Since, in recent years, the school has been oversubscribed, priority is given to applicants according to the following Camden guidelines.

Places will first be offered to applicants with a statement of special education needs naming the school, issued by or with the support of Camden Local Authority, then in the following order priority:

1. Looked-after children or children who were previously looked-after but immediately after being looked-after became subject to an adoption, residence or special guardianship order.
2. Applicants who have a brother or sister\* at the same school who will still be on roll when they join. This can include siblings in the Sixth Form as long as they are on roll when the other child joins.  
*\*For this criterion, 'brother or sister' includes any whole or half-brother or sister by blood or by adoption, and any step or foster brother or sister who lives with the child for whom the application is being made at the date of application.*
3. Applicants whom the Director of Children, Schools & Families judges have an exceptional social or medical need for a place at the school.

There will have to be a very clear link between the child's exceptional needs and the school in question. Parents will need to submit a case supported by appropriate professional evidence from a doctor, social worker or similar professional. That evidence will need to support the link between the need and the school. Supporting statements from Camden Local Authority staff should not be requested and, if supplied, will not be considered.

4. Other applicants, with priority to those living closest to the school measured in a straight line 'as the crow flies' between the home and the main entrance of the school. (The address given must be the one at which the child normally resides).

If necessary priority within group 2, 3 or 4 will be decided on by the distance criterion.

If you are refused a place at Hampstead School, you may appeal to an independent appeal committee. Forms can be obtained from the primary Headteacher, at secondary transfer stage or the Admissions Section of London Borough of Camden Children Schools and Families.