



GUIDANCE NOTES FOR PARENTS / CARERS APPLYING FOR A SECONDARY PHASE YEAR 7 PLACE AT BLUECOAT ASPLEY ACADEMY IN SEPTEMBER 2024

FREQUENTLY ASKED QUESTIONS ABOUT THE APPLICATION AND ADMISSIONS PROCESS



Bluecoat Aspley
believe in yourself, in others, in God

When do I need to apply for a Secondary Year 7 place at Bluecoat Aspley Academy?

The application process for a place at Secondary School opens a year in advance so you must apply the preceding September (September 2023) when your child starts Year 6 at their primary school. You should apply between the first week in September and the 31st October 2023. If you do not apply between the correct dates set out by the Local Authority, unless for an exceptional circumstance, then your application will be considered late and this will affect your chances of getting a place at your preferred school. Please see refer to your home Local Authorities website for help when applying for a school place.

What forms do I need to complete to ensure I have applied for a Year 7 place at Bluecoat Aspley Academy?

To apply for a place at Bluecoat Aspley Academy you need to complete a 'School Common Application Form' via your home Local Authority. You must chose Bluecoat Aspley Academy as one of your preferences. If you live in Nottingham City this can be done online at www.nottinghamcity.gov.uk/information-for-residents/education-and-schools/school-admissions/. If you live outside of the Nottingham City area, you must complete your home Local Authorities School Common Application Form e.g. Nottinghamshire County Council or Derbyshire County Council. Your Local Authority will then inform the academies local authority once you have selected Bluecoat Aspley Academy as a preference.

Secondly if you are applying for a place under the Children of Staff Child, Christian Faith, World Faith and/or Technology criteria you must also complete a Bluecoat Aspley Academy 'Supplementary Form 2024-2025' by the **31st October 2023***. This form is available as an online form on the Academy website www.bluecoataspley.co.uk, under **Prospective Parents > How to Apply**. Alternatively a paper copy can be collected from the academy reception or at the Open Evening on Wednesday 27th September 2023. All paper copies must be returned directly to the academy F.A.O Admissions by the **31st October 2023***.

If you are applying under the Technology criterion the Supplementary Form must be returned to the academy by the earlier deadline, of **29th September 2023.*

Please note a supplementary form by itself is NOT a valid application. This form must be accompanied by a School Common Application Form completed via your home Local Authority, otherwise your application to Bluecoat Aspley will not be counted.

How do I apply if I live elsewhere in the country?

If you live outside of Nottingham City, Nottinghamshire or Derbyshire you are advised to contact Nottingham City Councils School Admission Team to inform them of your situation. They will confirm which form you need to complete. If you are applying for a Children of Staff, Christian Faith, World Faith and/or Technology place you will also need to complete a Bluecoat Aspley supplementary form as mentioned above.

Can I apply for more than one type of place at the Academy?

Yes, you may apply under multiple criteria if you believe yourself to be eligible. This will increase your chances of obtaining a place. Please see the Bluecoat Aspley Academy Admissions Arrangements 2024-2025 for the detailed criteria. *For example you can apply for a Christian Faith place and a Technology place at the same time. You need to indicate this by completing the Supplementary Form.*

If I am not applying under the Children of Staff, Christian Faith, World Faith or Technology criteria what will my application be considered under?

As outlined in the Bluecoat Aspley Academy Admissions Arrangements 2024-2025 which explains how applicants are admitted to the Academy. If you are eligible under criteria a) Looked after or previously looked after children, d) Attending Bluecoat Primary Academy and/or e) attending a CoFE Primary school we will be informed via your Local Authority once you have completed a School Common Application Form. All applications are considered under criterion h) siblings and distance.

What happens once I have submitted a Supplementary Form?

Once the academy has received your completed supplementary form an acknowledgement email will be sent to you within 10 school days of submission. If you have expressed interest in the technology aptitude test you will later receive an invitation for your child to attend the academy at a specified date/time to sit the test. If you have applied under either the Christian Faith or World Faith criteria we will write to your nominated referee to request a reference and also write to you to inform you we have done so. Please refer to Page 4 of the Admission Arrangements 2024-2025 for an in-depth explanation of these criteria.

What does the Technology aptitude test involve?

If you are applying under the technology criterion g) it is necessary for applicants to take a test to assess their aptitude in technology subjects. The test is a multiple choice, non-verbal reasoning test based around spatial awareness. The test is aimed towards children with a natural ability for subjects such as mathematics and will assesses their ability to understand complex patterns and spot sequences. There are no practice papers available and no revision needs to be done before hand. The tests will normally last around 1 hour.

Please note if you are applying under the Technology criterion your supplementary form must be returned to the Academy by the earlier deadline, of **29th September 2023**, to enable us to organise the tests and inform parents / carers of the outcome before the Local Authority closing date for the School Common Application forms. Please refer to the dates given on the Bluecoat Aspley Academy Supplementary form 2024-2025.

When will I find out the result of the technology aptitude test and what does their rank mean?

The academy will write to parents/carers to inform them of their child's rank by 25th October 2023. Once all tests have taken place each applicant will have a raw score which will then be standardised to take into account their date of birth, following this applicants will be ranked in accordance to their standardised score from highest to lowest (For Example rank 1 would be the applicant who scored the highest, followed by rank 2, rank 3...). The highest rank is 1 and in accordance with criterion g) in the Admissions Arrangements 2024-2025 there are up to 18 places available under this criterion. Therefore in theory if your child is ranked between 1–18 they have a strong chance of being offered a place under this criterion. However this is dependent on where all of the applicants who sat the test preference Bluecoat Aspley Academy on the School Common Application Form along with what other Bluecoat Aspley criteria they applied for and if they were successful in securing a place under one of those other criteria. If for any of the above reasons a place becomes available under criterion g) the Academy will continue to move down the ranking until all available technology places are filled. **Please note there is never a guarantee of a place until National Offer Day.**

What happens to my application if you do not receive a returned faith reference?

If we do not receive a returned reference form from your faith referee then the trust will not have sufficient evidence to rank your application under the faith criterion according to the admission arrangements, therefore your application would not be considered under the faith criterion at the time of ranking. However your application will still be considered under any of the other eligible criteria you apply for and criterion h) sibling & distance.

How likely is my child to get a place?

Bluecoat Aspley Academy is a very popular oversubscribed Academy receiving in over 1000 applications each year for the Year 7 intake alone. The success of your application will depend on how many of our oversubscription criteria you meet and how fully they are met in relation to all other applications. For the September 2024 intake there are 180 places available in Year 7.

If I put Bluecoat Aspley Academy as a preference on the School Common Application Form will I automatically be considered for all of the Archway Learning Trust Secondary School's?

*(The Archway Learning Trust consists of the following secondary schools... **Nottingham:** Bluecoat Aspley Academy, Bluecoat Wollaton Academy, Bluecoat Trent Academy, Bluecoat Beechdale Academy, The Nottingham Emmanuel School **Derby:** Alvaston Moor Academy, Lees Brook Academy & The Long Eaton School)*

No, you will not be considered for all when choosing only one as a preference. The admissions for each academy/school are separate. For example if you apply to Bluecoat Aspley Academy your application will be considered for a place at the Bluecoat Aspley Academy only. If you apply to Bluecoat Wollaton Academy your application will be considered for a place at the Bluecoat Wollaton Academy only. And the same applies to all of the Archway secondary schools. If you would like to be considered for more than one of the Archway schools you will need to put each academy/school as separate preferences, the application allows up to a total of 4 preferences.

If I already have a child at Bluecoat Aspley Academy, will their sibling who I am applying for be guaranteed a place?

No, having a sibling at the Academy does not guarantee their younger sibling a place. Having a sibling is considered in criterion h) and as oversubscription criteria. Please refer to our Admissions Arrangements 2024-2025 pages 2-3 for information on this and page 4 for an in-depth description of the classification of sibling.

I have missed the closing date for applications (31st October 2023), can I still apply for a place at Bluecoat Aspley Academy?

Yes, you can still put in a late application by contacting your home Local Authority. Please be aware that if this is the case and you do not have an exceptional reason, then your application won't be considered until after all other offers have been made.

When will I find out if my child has been allocated a place at Bluecoat Aspley Academy?

Your home Local Authority will send you an email or letter in the post depending on how you applied, on National Offer Day which will be on 1st March 2024, to inform you which school your child has been allocated. If you do not receive any communication from your LA please contact the School Admissions team at your home local authority and not Bluecoat Aspley Academy directly as the academy are unable to inform you of the outcome. If you were unsuccessful in securing a place at Bluecoat Aspley then you have the right to appeal. Please contact the Academy directly for more information and see page 3 of the Admission Arrangements 2024-2025.

Useful Links:

Bluecoat Aspley Academy - www.bluecoataspley.co.uk/prospective-parents/how-to-apply/

Nottingham City Council - www.nottinghamcity.gov.uk/educationandschools

Nottingham County Council - www.nottinghamshire.gov.uk/education/school-admissions/hub

Derbyshire County Council - www.derbyshire.gov.uk/education/schools/school-places

Diocese of Southwell and Nottingham - southwell.anglican.org/