

Greater Peterborough UTC

25/26 ADMISSIONS POLICY

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1. AIMS

1.1. This policy aims to:

- Explain how to apply for a place at the school for the Academic Year 2025/26.
- Set out the school's arrangements for allocating places to the pupils who apply.
- Explain how to appeal against a decision if your child does not receive a place.

2. LEGISLATION AND STATUTORY REQUIREMENTS

2.1. This policy is based on the following advice from the Department for Education (DfE):

- [School Admissions Code](#)
- [School Admission Appeals Code](#)

2.2. The school is required to comply with these codes, and with the law relating to admissions as set out in the [School Standards and Framework Act 1998](#).

2.3. As an academy, the school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the [School Standards and Framework Act 1998](#).

3. HOW TO APPLY

3.1 Admission Process

- 3.1.1. The Greater Peterborough UTC Admissions Process is managed by Peterborough Local Authority for Year 7 places and by the GPUTC itself for places in Years 8 onwards
- 3.1.2. All applicants for Years 8 - 12 should apply directly through the UTC website <https://gputc.org/about-us/admissions/>
- 3.1.3. There is an annual 2nd entry point for Year 10 students not exceeding our PAN of 100.
- 3.1.4. The Year 12 entry point is a fixed point for 70 students

3.2 Special Educational Needs or an Education Health and Care Plan (EHCP)

- 3.2.1 Where parents have, with GPUTC's agreement, named GPUTC on their child's Education Health and Care Plan, provision will be made for their Special Educational Needs. In addition, GPUTC complies with the requirements of the Disability Discrimination Act.

3.3 In Year Admissions

3.3.1 UTC's focus on a STEM curriculum and as such it is preferred that applicants demonstrate an interest in Science, Technology, Engineering, Mathematics or Architecture.

3.3.2 All in year applicants must apply directly to GPUTC. Following the application, the student will be invited to the school to have an informal discussion with a member of the Leadership Team. The discussion will ensure that the student and family understand the model of education taught at GPUTC and will allow for a self-assessment of how well they would fit into the GPUTC ethos. A formal offer may be made after this stage has taken place and the outcomes align with the specialist nature of our curriculum

3.4 Admissions to Post-16 (Year 12)

3.4.1 UTC's focus on a STEM curriculum and as such it is preferred that applicants demonstrate an interest in Science, Technology, Engineering, Mathematics or Architecture.

3.4.2 All applicants to Year 12 must apply directly to GPUTC. Following the application, the student may be invited to the school to have an informal discussion with a member of the Post-16 Team. The discussion will ensure that the student understands the model of education taught at GPUTC and will allow for a self-assessment of how well they would fit into the GPUTC ethos. A conditional offer may be made after this stage has taken place. All offers are conditional on the student meeting the minimum entrance requirements set out below.

Entry Requirements:

A GCSE grade 6 is required to access learning at A Level. Entry requirements differ for each subject at A Level depending on the pathway chosen.

3.5 Minimum Entrance Requirements for Post-16 Study

3.5.1 All applicants must meet our minimum entry requirement as set out in our Post 16 Prospectus

4 REQUESTS FOR ADMISSION OUTSIDE THE NORMAL AGE GROUP

4.1 Parents are entitled to request a place for their child outside of their normal age group.

4.2 Decisions on requests for admission outside the normal age group will be made on the basis of the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- Parents' views.
- Information about the child's academic, social and emotional development.
- Where relevant, their medical history and the views of a medical professional.
- Whether they have previously been educated out of their normal age group.

- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely.
- The Principal's views.

4.3 Wherever possible, requests for admission outside a child's normal age group will be processed at the same time as other applications to the year group they are applying for. They will be considered on the basis of the admission arrangements laid out in this policy, including the oversubscription criteria listed in Section 6.

4.4 Parents will be informed of the reasons for the decision about the year group into which a child has been admitted to. Parents do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

5 ALLOCATION OF PLACES

5.1 Admission Number

Year 7	60
Year 10	100
Year 12	70

5.2 Oversubscription Criteria

5.2.1 If there are more applicants than places, the following process will apply. After the potential admission of students with EHCPs in which GPUTC is named, as outlined above, criteria will be applied as follows:

- 1) Any Looked After Children in the care of a local authority, and previously looked after children, regardless of where they are resident.
- 2) Children who have a sibling currently on roll at GPUTC.
- 3) Children of staff who are currently employed by the GPUTC and have worked there for a minimum of 2 years.
- 4) Places for all other applications will be allocated on the basis of the GPUTC's banding system. This is explained in more detail below:

Band	Year 7 % Intake (60)	Year 10 % Intake (40)
1 – PE1	33% (20)	15% (6)
2 – PE2 to PE4	50% (30)	25% (10)
3 – PE5 – PE8	12% (7)	25% (10)
4 – PE9 and beyond	5% (3)	35% (14)

*The postcode of any student admitted through criteria 1-3 will be counted towards the above banding allocation.

** The LA 'Tie Break' criteria will be employed if there are more applications than places in each band at year 7. For more information on this see [Secondary school admissions – September 2025 – Peterborough City Council](#).

5.3 Oversubscription Criteria for Year 10

5.3.1 If the number of applicants to GPUTC for Year 10 entry is less than the PAN in each year group on the application deadline (31st March), then all applicants who have been offered a conditional place may be admitted.

5.3.2 If there are more applicants than places, the following process will apply. After the potential admission of students with EHCPs in which GPUTC is named, as outlined above, criteria will be applied as follows:

1. Any Looked After Children in the care of a local authority, and previously looked-after children, regardless of where they are resident. (See note below for definition of a Looked After Child.)
2. Children who have a sibling currently on roll at GPUTC.
3. Children of staff who have been employed by the GPUTC for a minimum of 2 years.
4. Places for all other applications will be allocated on the basis of the GPUTC's banding system. This is explained in more detail below:

Band	Year 7 % Intake (60)	Year 10 % Intake (40)
1 – PE1	33% (20)	15% (6)
2 – PE2 to PE4	50% (30)	25% (10)
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4 – PE9 and beyond	5% (3)	35% (14)

*The postcode of any student admitted through criteria 1-3 will count towards the above banding allocation.

Notes:

Looked After Children Definition - A 'looked after child or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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, or (c) 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. Children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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.

Sibling Definition

The definition of a brother or sister (referred to as a sibling):

- a brother or sister sharing the same parent(s)
- a half-brother or half-sister where two children share one common parent
- a stepbrother or stepsister, where two children are related by a parent's marriage/partnership
- a legally adopted sibling

In every case, the siblings must be living at the same place of residence as the child when the application is made.

5.4 Waiting Lists

- 5.4.1 Where, in any year, GPUTC receives more eligible applications than there are places available, a waiting list will be maintained by GPUTC until the 31st of December. If and when places become available, they will be allocated to those on the waiting list in line with the Oversubscription Criteria set out for Year 7. This will include the 'Tie Break' criteria.

5.5 Oversubscription Criteria for Year 12

- 5.5.1 If there are more applicants than places, the school retains the right to select based on appropriateness for the GPUTC curriculum.

6 IN-YEAR ADMISSIONS

- 6.1 You can apply for a place for your child at any time outside the normal admissions round. To do so, please apply through applications page on our website www.gputc.org
- 6.2 As is the case in the normal admissions round, any children whose EHCP names the school may be admitted, if there are available spaces in the relevant year group and the application is deemed suitable.
- 6.3 If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group which will be maintained until the end of the academic year. When a space becomes available it will be filled by one of the children on the waiting list in accordance with the Oversubscription Criteria listed in Section 5 of this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.

7 APPEALS

- 7.1 If your child's application for a place at the school is unsuccessful, you will be informed why admission was refused. If you wish to appeal, you must set out the grounds for your appeal in writing and send it to the local authority (for Yr7 appeals), for all other appeals, this is sent to the Principal at the UTC head@gputc.org for review. Once reviewed a response will be formulated and communicated back.

7.2 An appeal made to the local authority with regards to a Yr7 place is an external appeal. External appeals are subject to LA T&C's. An appeal made direct to the Principal at the UTC is an internal appeal. All internal appeals will be processed within 20 (twenty) working days (term time).

8 MONITORING ARRANGEMENTS

8.1 This policy will be reviewed and approved by the Academy Council every year.

8.2 Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), the Academy Council will publicly consult on these changes.