

# Whitecross Hereford: High School & Specialist Sports College

Policy: Admissions

Approved by Full Board: January 2017

Any parents considering applying for their children to attend Whitecross Hereford are welcome to telephone for an appointment to visit the school and receive any relevant information.

## Eligibility

Whitecross Hereford admits children from the full range of ability.

Whitecross Hereford has a planned admission number of 180 in Year 7. If there are more applicants than places, specific criteria apply. The school follows an Admissions Policy that does not permit gender, race, colour or disability to be used as criteria for admission of students to the school.

The Whitecross Hereford Admissions Policy is determined by the terms laid out in the Academy Funding Agreement approved by the Secretary of State. It meets the requirements for admissions' arrangements to be clear, fair and objective.

## Oversubscription Criteria for admission in September 2018 onwards

If the school is oversubscribed, children with a Statement of Education Needs or an Education, Health and Care Plan which names Whitecross Hereford will be allocated places, after which places are allocated according to an agreed set of criteria in strict order of priority. The criteria are as follows:

1. Looked After Children and children who were looked after, but ceased to be because they were adopted or became subject to a resident order or special guardianship;
2. Children for whom Whitecross Hereford is the nearest school;
3. Children who have an older brother or sister attending the school not only at the time of application but also when the younger child is due to start;
4. Children of staff in either or both of the following circumstances:
  - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
  - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. Children with exceptional medical, social or compassionate grounds for admission and whose parents can show that entry to the school is necessary for the well-being of their child. Parents are required to produce a medical certificate or other appropriate information preferably from an independent source;
6. Children who live nearest to the school by the shortest available walking route.

Where applications exceed the number of places available, the priorities will be applied in the sequence indicated above.

If admission of the top two categories can be satisfied but there are insufficient places for all out of area brothers and sisters, priorities will be decided first by reference to criteria two then according to criteria five.

### **New Students – Year 7**

We recognise that all students transferring from primary to secondary school need to feel welcome, secure and comfortable with the process. We have excellent links with our partner primary schools and our Learning Managers and Student Support Team make regular visits to the primary schools to ensure that we have the best possible knowledge of each student and to ensure that their individual needs are met. We very much welcome parents and students on our Open Mornings and Open Evenings, Induction Evening and Students Progress Review Evenings. Parents are encouraged to contact us at any other time about any issues that concern them.

### **In-Year Admissions**

The school has signed up to the In-Year Fair Access Protocols held by the Local Authority. Should a vulnerable child within these Protocols require a place at the school, they will take precedent over any child on the waiting list. We appreciate that some students do have to join us part way through an academic year, owing to family circumstances. We will do our best to accommodate such students providing learning and pastoral support where necessary.

If parents wish to transfer their child to the same age group in another school they should first discuss this transfer with the Headteacher of the student's present school. If it is then decided to make a formal request for transfer parents should complete the relevant paperwork provided by the Local Authority on behalf of the school.

### **How to Apply**

All applicants are required to complete The Common Application Form by the stated deadline. Your Local Authority provides this form; it is not available from the School. The form should be returned to the Local Authority who have been commissioned to handle our admissions.

#### Children with Special Educational Needs or an Education Health Care Plan

Whitecross Hereford will admit children with Statements of Special Educational Needs or and Education Health Care Plan where Whitecross Hereford is appropriately named.

#### Who May Be Excluded From Applying?

Whitecross Hereford may refuse admission to applicants who have been excluded from two or more other schools. The ability to refuse admission of the students runs for a period of two years from the date of the last exclusion.

### **Allocation of Places**

Where fewer than 180 applications are received, places will be offered to all those who have applied. In the event of over subscription, the over subscription criteria detailed above will be applied in order.

### **Operation of Waiting Lists**

After 180 applicants have been offered a place for admission, others will be offered a place on a waiting list. When places for admission, which have been declined or otherwise, become vacant they will be offered, as far as is possible, to those on the waiting list. Priority will be given according to the priorities above.

## **Arrangements for Appeals**

There will be an independent Appeals Panel appointed in accordance with the provisions of the statutory Code of Practice on School Admission Appeals. If your child has not been offered a place, you will have the right of appeal to this panel.