

Waterhead Academy Admission Policy

Admission Arrangements for entry 2020-2021

General information about the academy

The academy will be non-selective, taking in mixed, multi ethnic students of all abilities and serving the local community first. The academy is part of South Pennine Academies. The local authority will coordinate normal round applications for entry at age 11. The local authority will coordinate all in-year applications and the academy will participate in, in-year fair access protocols.

When considering applications, children with a statement of Special Education Needs that names the academy or those with an Educational Health and Care Plan (EHCP) will be admitted first, and under different regulations before the oversubscription is applied.

Arrangements for admission at age 11

The governing body plan to offer up to 300 places at age 11. This will be the admission number (AN) for the academy.

Application process

- a) Arrangement for applications for places at Waterhead Academy will be made in accordance with Oldham Local Authority coordinated admission arrangements, as published on the LA's website.
- b) An applicant must complete the Secondary Common Application Form (SCAF), supplied by their home Local Authority and return it as instructed by the Local Authority. Please note that this is now an online ONLY form within the Oldham Local Authority.
- c) If the number of preferences received is less than the AN then all preferences will be met.
- d) If there are more applications than places available at the academy the oversubscription criteria will be applied
- e) It is very important that the form is returned by the closing date because forms received after this date will be treated as 'late'. Late applications are not dealt with until all those received on time have been through the application process.

Oversubscription criteria

If the number of applicants exceeds the number of available places, the following priorities will apply:

1. Children in public care (looked after children) or a child who was previously looked after or are adopted children
2. Children who are considered to have exceptional medical or social reason as to why they should attend Waterhead Academy. Parents will be required to submit evidence to support their application under this criterion (see note below)
3. Children who have a brother or sister attending the academy at the time of admission (sibling rule), in order of those next nearest the academy.
NB: (brother or sister means; a child with at least one natural or legally adopted parent being the same person). Original documents may be requested by the Admissions Manager
4. Children who do not have a brother or sister at the academy, in order of those next nearest to the academy

Exceptional medical or social reason

For the purposes of criterion 2, if parents are claiming that there are exceptional medical or social reasons why their child should be prioritised above other applicants, they must give reasons for this claim which must be supported by evidence from a registered professional, such as a doctor or social worker. The evidence must demonstrate the reason(s) why Waterhead Academy is the most suitable school, why an alternative school would not meet the child's needs and the difficulties that would be caused if the child had to attend another school.

Tie breaks

Where Waterhead Academy is oversubscribed within one of the above criteria, priority will be determined on the basis of proximity of the child's home to the academy. For the purposes of this tie-break criterion, distance will be calculated using the two data points of home postcode and Waterhead Academy postcode using a straight line measurement. In applying the tie-break, if applicant share the same home postcode, the straight line measurement will be taken from the main door of the child's home to the main entrance to the academy site.

Notification of offer of place

The formal offer of a place will come from the Local Authority, on behalf of the academy, who will write to parents allocating a single secondary school/academy to their child.

Waiting lists and appeals

Subject to any provisions regarding waiting lists in the LAs coordinated admissions scheme, the Academy will operate a waiting list for year 7. Where in any year the academy receives more applications for places than there are places available, a waiting list will operate throughout the year. This will be maintained by Oldham LA and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above. Waiting list for each year will end on the last day of the summer term.

Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Unsuccessful applicants have a right of appeal to an independent appeal panel. Please contact the academy to find out how to appeal.

In year admissions

Applications for in year admissions should be made directly to Oldham LA.

Special Education Needs

The academy will admit children with an Education Health and Care Plan where the academy is named in the plan. Parents of potential children are invited to meet with the Special Educational Needs Coordinator (SENCO), in order to discuss their child's needs and how these could be met by the academy. The academy ensures that admission procedures and arrangements are accessible to disabled applicants and do not treat vulnerable children less favourably.