

# **The Westwood Academy**

## **Admissions Policy 2022 - 2023**



# THE WESTWOOD ACADEMY

Date Governors Approved 7.Januart 2021

**THE WESTWOOD ACADEMY an academy and part of the Kenilworth Multi Academy Trust (“the MAT”). Whilst the MAT is the admission authority of the School, admission decisions are delegated to the Local Governing Body)**

### **Admissions Policy 2022/2023**

**The admissions process is part of the Coventry Local Authority co-ordinated scheme.**

**The published admission number for the school year beginning in September 2022 is 157. In order to apply for a place at the school you are required to complete the common application form and lodge it with your home local authority.**

### **2022/2023 Oversubscription Criteria:**

If there are more requests for a school place than there are places available within the school's admission number, places will be allocated in accordance with the following criteria and in the order shown below:

- 1 Children who, at the time of admission, are in the care of a local authority or are provided with accommodation by the authority (looked after children). In addition, children who were previously looked after but ceased to be so because they were adopted, or became subject to a residence order or a special guardianship order or a child arrangements order. A looked-after child is defined in Section 22 of the Children Act 1989.**
- 2. Children who live in the catchment area served by the school, who have a brother or sister attending the school provided that the brother or sister will be of compulsory school age and will continue to attend that school the following year**

The definition of brother or sister includes stepbrothers, stepsisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address.
- 3. Other children who live in the catchment area served by the school.**
- 4. Children living outside the catchment area with a brother or sister who currently attends the school, provided that the brother or sister will be of compulsory school age and will continue to attend that school the following year**
- 5. NEW CLAUSE - Children whose parent (or parents) are employed by The Westwood Academy and who have been so employed for two or more years at the time at which the application is made and/or they have been recruited to fill a vacant post for which there is a demonstrable skills shortage.**
- 6. Children by reference to the distance to the preferred school**

If it is not possible to meet all of the requests in any one of the categories described above, the school governors will prioritise the requests by reference to distance.

### **Brothers and Sisters**

The Governors see the benefits of children from the same family attending the same school and give priority to brother and / or sister connections in its policy for allocating places. The definition of brother or sister includes stepbrothers, stepsisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address. However, where the school is over-subscribed no guarantee can be given that places will be available for brothers and sisters.

Where applications are received from families with multiple birth siblings (twins, triplets, etc.) every effort will be made to allocate places at the same school, including offering place(s) above the PAN wherever possible. Where that is not possible, parents/carers will be invited to decide which of the children should be allocated the available place(s).

### **Compulsory school age**

Brothers and sisters are required to be of compulsory school age within the oversubscription criteria. This means they must be attending in Years 7 to 11 at the time that the applicant would be joining the school.

### **Distance**

If it is not possible to meet all of the requests in any one of the categories described above, the Governors will prioritise the requests within that category by reference to distance. A straight-line measurement will be made, using a computerised mapping system, from the centre of the child's residence - to the centre of the preferred school site. The address used must be the child's permanent home address. The shortest measurement will have the highest priority. Where the final place in a year group can be taken by two or more children living an equal distance from the school, priority will be determined by the drawing of lots overseen by a person independent of the school and the MAT.

### **Home address**

A pupil's home address is considered to be a residential property that is the child's only or main residence. At the time places are allocated, proof of permanent residence at the property concerned may be required. Where documentary evidence can substantiate to the satisfaction of the Governors that care is split equally between parents at two homes, parents must name the address to be used for the purpose of allocating a school place.

**If a school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to withdrawal.**

### **Catchment area**

One of the aims of our school is to serve its neighbourhood and develop links with the local community to strengthen the school and the community. The area served by a school is known as the catchment area and details of our catchment area are available from the School (Admissions) Team and all catchment area streets can be viewed in Appendix 1 at the end of this policy.

### **Special Educational Needs**

All children with an Education Health and Care Plan that name the school will be admitted before all other applicants and the number of available places under the PAN will reduce accordingly.

### **Admission of Children outside of their normal age group**

Parents may seek a place for their child outside of their normal age group. The application will be considered alongside all other applications in accordance with The Westwood Academy's Admissions scheme. The school will consider a variety of factors when making this decision, including (but not limited to); size of year cohort and teaching groups, distribution and numbers of SEND pupils, health and safety requirements etc.

Consideration will be made on the circumstances of each case and the best interests of the child concerned. The school will take account of the parent or carers views, information about the child's academic, social and emotional development and where relevant their medical history and the views of a medical professional, whether they have previously been educated outside of their normal age group and whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

The school will also take into account the views of the Head Teacher of the school. When informing a parent of their decision on the year group the child should be admitted to, the school will set out clearly the reasons for their decision. Where the application is refused the parent has a right to an appeal against the refusal of a place, unless the child has been offered a place in another year group in the school.

### **Late Applications**

The closing date for applications in the normal admissions round is **31 October 2021**. After that date, the Local Authority will continue to receive applications but these will be considered to be late and may not be processed until after **1 March 2022**.

### **Appeals**

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may apply to the School direct in the first instance. The school will arrange for appeals to be registered and heard by The Kenilworth Multi Academy Trust Independent Appeals panel.

An independent panel will then hear appeals.

### **Waiting Lists**

After the initial allocation of places on **1 March 2022**, the Governors in conjunction with the Local Authority will establish a waiting list and this will operate until 31<sup>st</sup> December 2022. Parents who wish for their children to continue to be considered for any places after the end of the autumn term must register their interest for the school via the Local Authority.

### **Fair Access Protocol**

The Local Governing Body have adopted the LA policy for admission of previously excluded or hard to place children.

### **Applications outside the normal admissions round**

An application must be made to the Local Authority who co-ordinate all such applications, and will notify applicants of the Governor decision. Applicants refused a place will be offered the right of appeal.

### **Year 12**

The published admission number for internal (moving up from existing Year 11) is 65 pupils. The published admission number for external candidates into Year 12 is 10 pupils.

Admission into the Sixth Form is dependent on students having suitable academic qualifications and the required level of attendance.

### **Academic qualifications**

A minimum of 6 x GCSE Grades at 4 or above, AND EITHER 2 GCSE Grades at 6 or above, OR 4 GCSE at Grade 5 or above. Vocational Courses at Level 2 (BTEC or Cambridge National) will be equivalent to one GCSE course. Only 1 Vocational course will be allowed to count towards the entry profile of a student.

For certain subjects, there may be/are additional specific requirements.

### **2022/2023 Oversubscription Criteria:**

The oversubscription criteria for Year 12 will be as for Years 7 – 11 (please see Page 2)

### **Year 12 – Initial Application Meeting**

Each student who applies to the Sixth Form will have a meeting with the Director of Post 16 or a member of the School Leadership Team to discuss course options, academic and other requirements pertinent to joining Post 16 education. The academic requirements to enter Sixth Form will be the same for internal and external applicants.

### **The process**

For all candidates, final and firm offers can only be made upon receipt of examination results in August. There is no guarantee that a subject that has been advertised will run. Applicants should note therefore that admission is to the Sixth Form and not to study a particular course of study.

The Sixth Form will admit up to 10 external students into Year 12. The school reserves the option to allocate up to 5 additional places or to reduce by 5 places in order to balance overall numbers in the 2 years in the Sixth Form, taking into consideration health & safety requirements with regards to building capacity and staff/student ratio.

The school will keep a waiting list for students who still wish to attend The Westwood Academy Sixth Form, have met the entry requirements, but for whom there is no place due to oversubscription. The waiting list will be operated up to 31 December in the year of offer year or throughout the whole of Year 12 [and Year 13]

## Admission Appeals

If a place in the Sixth Form is refused, both parents and students have a statutory right of appeal to the Independent Appeal panel. Information about the admission appeal process is available from the School.

### **APPENDIX 1: Catchment Area by Street Name**

- Abberton Way
- Abercorn Road
- Ainsbury Road
- Alan Marcell Close (1 - 113 odd and 130 - 146 even)
- Aldrin Way
- Alice Drive
- Allen Hill Way
- Allesley Old Road (1 - 181 odd and 2 - 200 even)
- Apple Way (1 - 15 odd and 2 - 10 even)
- Applecross Close
- Arden Grove (1-36 con excl 13)
- Aston Road
- Atherston Place
- Bates Road
- Beechwood Avenue
- Binns Close
- Blackthorn Close
- Blanchfort Close
- Bockendon Road
- Bott Road
- Bouchier Close (1 - 23 odd and 2 - 14 even)
- Bradnick Place
- Brambling Avenue (1 - 29 odd ex 13 & 2 - 28 even)
- Bramston Crescent
- Bransford Avenue
- Brill Close
- Broadwells Court
- Broadwells Crescent
- Bronze View
- Bullfield Avenue
- Burnsall Grove
- Burnsall Road
- Butterworth Drive
- Canas Court
- Canley Road
- Cannocks Lane
- Cannon Close
- Cannon Hill Road
- Cannon Park Road
- Cassandra Close
- Centenary Road
- Chaffinch Road (1 - 11 odd & 2 - 10 even)
- Chancellors Close
- Charter Avenue including Mitchell House
- Cherry Tree Drive (1 - 79 and 161 - 171 odd and 2 - 162 even)
- Cloud Green
- Coleby Close
- Collins Grove
- Coniston Road
- Conway Avenue
- Copeland Place
- Copt Oak Close
- Crackley Lane
- Craven Street
- Cromwell Lane (32 - 172 even and 47 - 123 odd)
- Cryfield Grange Road (1 - 16 even up to City Boundary)
- Cryfield Heights
- Curriers Close
- Dalmeny Road
- D'Aubeny Road
- De Montfort Way
- Dilcock Way
- Dolomite Avenue
- Dolphin Court (1 - 7)
- Donegal Close
- Dormer Harris Avenue
- Dorney Close
- Downy Birch (1 - 8)
- Duggins Lane (6 - 18 even and 21 - 33 odd up to City Boundary)
- Duke Street
- Earlsdon Avenue North (upwards 123 odd and upwards 162 even)
- Eastcotes
- Eastleigh Avenue
- Elm Walk (1 - 14)
- Evesham Walk
- Excelsior Road (1 - 5 odd and 2)
- Fairlands Park

- Falkland Close
- Farthing Walk
- Featherbed Lane (1 - 5 odd up to City Boundary)
- Fieldfare Way (1 - 31 odd ex13 & 2 - 32 even)
- Fife Road
- Fletchamstead Highway (2 - 66 even and 5 - 511 odd)
- Fletchworth Gate
- Florin Close
- Fordwell Close
- Founders Close
- Franklin Grove
- Freeburn Causeway
- Gerard Avenue
- Gibbet Hill Road
- Gilbert Horal Close
- Glebe Close
- Glenrosa Walk
- Goldcrest Walk (2 - 14 even)
- Gravel Hill
- Greenfinch Road (2 - 10 even and 1 - 9 odd)
- Grendon Close
- Greswold Close
- Guinea Crescent
- Hancock Green
- Harton Close (1 - 9 odd)
- Hathaway Road
- Hayton Green
- Hearsall Lane
- Heath Green Way
- Hedgefield Way
- Hemsby Close
- Henry Boteler Road
- Herald Avenue
- Heritage Court
- Heycroft
- Highgrove
- Highland Road
- Highwayman Croft
- Hilary Road
- Howcotte Green
- Hummingbird Avenue (2 - 18 even and 1 - 29 odds ex 13)
- Hunt Terrace
- Ingram Road
- Innis Road
- Ivy Farm Lane
- Ivy Walk
- Jacob Drive
- John Rouse Avenue
- Karlingford Close
- Kebull Green
- Kele Road
- Kenilworth Road (52 - 170 even only)
- Kilburn Drive
- Kingdom Avenue (1-63 odd excluding 13) & (2-14 even)
- Kingsland Avenue
- Kirby Corner Road
- Knights Templar Way
- Langwood Close
- Lapwing Place (1 - 35 odd ex 13 & 2 - 40 even)
- Leem Green
- Leeming Close
- Lesingham Drive
- Lichen Green
- Lilacvale Way
- Little Cryfield
- Lomsey Close
- Longwood Close
- Lord Street
- Lunar Close
- Lynbrook Road
- Lynchgate Road
- Maplebeck Close
- Maplin Close (1 - 3 odd and 2 - 16 even)
- Marina Close
- Maudslay Road
- Mayor's Croft
- Meadowcroft Close
- Merynton Avenue
- Middlecotes
- Millburn Hill Road
- Milrose Way
- Mistle Court (1 odd & 2 - 54 even)
- Mitchell Avenue
- Moat House Lane
- Molay Close (1 - 17 odd, excluding 13 and 2 - 10 even)
- Monk's Field Close
- Montbard Close (1 - 3)
- Moreall Meadows
- Mount Street
- Nailcote Avenue
- Nailcote Lane
- Nickson Road
- Nightingale Lane
- Northfolk Terrace
- Old Mill Avenue
- Onley Terrace
- Orlescote Road
- Padstow Road
- Page Road
- Papenham Green
- Parbrook Close
- Park Wood Lane
- Pennant Avenue

- Penrose Close
- Penruddock Drive (Hidcote House, 1 - 19 odd, 4 - 18 and 24 - 30 even)
- Pershore Place
- Pilkington Road
- Plants Hill Crescent
- Pomeroy Close
- Poppyfield Court
- Porter Close
- Portway Close
- Poundgate Lane
- Preston Close
- Prior Deram Walk
- Queen Margarets Road
- Queensland Avenue
- Raven Cragg Road
- Renfrew Walk
- Renown Avenue
- Rex Close
- Ridefort Close (1 to 23 odd, excluding 13 and 2 -16 even)
- Ridgeley Road
- Robert Cramb Avenue
- Robin Close (1 - 15 odd ex 13 & 2 - 26 even)
- Robert Mountford Way
- Rochester Road (upwards 26 even and upwards 29 odd)
- Rose Gardens (1-11 odd & 2-14 even)
- Rough Knowles Road
- Rushmoor Drive
- Russett Grove
- Ryton Close
- Salix Close (1 - 11 odd and 2 - 12 even)
- Sandringham Close
- Scarborough Way
- Sefton Road
- Sherriff Avenue
- Shultern Lane
- Silver Birch Avenue (1 - 31 odd and 2 - 20 even)
- Sir Henry Parkes Road
- Sir Thomas White's Road
- Sir William Lyons Road
- Skylark Street (2 - 24 even and 1 - 19 odd ex 13)
- Sorrel Close
- Southam Close
- Southleigh Avenue
- Squires Way
- Standard Avenue
- Stare Green
- Stareton Close
- Starling Close (2 - 6 even and 1 - 7 odd ex 13)
- Station Avenue
- Stoneleigh Avenue
- Sunnyside Close
- Swaledale
- Talbot Close
- Tanners Lane (7 - 87 odd only)
- Tawny Close (1 - 123 odd ex 13 & 2 - 20 even)
- Templar Avenue (45 - 55 odd)
- Templars Field
- Ten Shilling Drive
- The Arboretum
- The Cheviot
- The Galliards
- The Pines
- The Riddings
- The Shrubberies
- Thimble Road
- Thomas Sharp Street
- Thruppence Close
- Tile Hill Lane (483 - 719 odd only)
- Timothy Grove
- Tocil Croft
- Toledo Close
- Torrington Avenue
- Torwood Close
- Treedale Close
- Tremelay Drive
- Trevor Close
- Turnstone View (1 - 35 ex 13)
- Tutbury Avenue
- University of Warwick
- Vanguard Avenue
- Walsall Street
- Wansfell Close
- Wedon Close
- Wendiburgh Street
- Westcotes
- Westwood Heath Road - from Lodge Farm
- Westwood Way
- Whitchurch Way
- Whitefield Close
- William Kirby Close
- William Lewis Walk (1-36 con)
- Wilman Close (2 - 28)
- Wolfe Road
- Wood End Croft
- Woodfield Road
- Woodland Avenue
- Woodleigh Road
- Yarmouth Green

