

Academy @ Worden

Admission Policy

AND CRITERIA FOR ADMISSION ARRANGEMENTS - 2017/2018

(For September 2017 intake)

Introduction ▼

On the 1st February 2013, Worden was recognised by the Department for Education for its achievements in educational standards and became Leyland's only Converter Academy (an academy that does not require support from a sponsor). As Leyland's premier academy, we are very proud of the fact that our students continually raise the bar and achieve new heights.

Academy@Worden is an outstanding school where:

- All pupils achieve and are recognised as unique individuals with specific talents and needs. Students only get one chance and we take very seriously our role of providing the best possible opportunities for them to gain the most from their time here.
- Excellent teaching encourages intellectual, creative, technological and physical growth. We aim to develop our students' ability to think independently, solve problems, communicate effectively and live happy and fulfilling lives.
- Students are motivated and recognise the joy of achievement in a safe and orderly environment.
- Parents are encouraged to take an active part in their child's education and in the life of the school in general.
- The experiences of pupils provide opportunities to become tolerant and respectful, resilient and resourceful and encourage them to develop the skills required to face the challenges of the future.
- Students experience a range of enrichment within and beyond the school day and in the community.

Admission number is 118.

The Criteria for admission ▼

These Criteria are given in priority order and will be applied to those parents of children who indicate that the school is a **PREFERENCE** for their child, as the school is required to operate a system of equal preferences. In the event of there being over-subscription for entry to the school and if a tie-break is required within any criterion, then the Local Authority's system for a random draw will decide which student receives an offer of a place.

1. Children in public care at the time when preferences are expressed and who are still in public care at the time of their admission to school, and those who have been previously looked after, (see note (x) below), then

2. Children for whom the Governors accept that there are exceptional medical, social or welfare reasons which are directly relevant to the school concerned. (See note (i) below), then
3. Children living within the school's geographical priority area with older brothers or sisters attending the school when the younger child will start, (see note (iii) below), then
4. Children living within the school's geographical priority area, then
5. Children living outside the school's geographical priority area with older brothers or sisters still attending the school when the younger child will start (See note (iii) below), then
6. Children living outside the school's geographical priority area (see note (iv) below).

Notes

- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a statement who have special needs. (Note: Professional supporting evidence from e.g. a doctor; psychologist; social worker; is essential if admission is to be made under the criterion for special medical or social circumstances, and such evidence must set out the particular reasons why the Academy in question is the most suitable school and the difficulties which would be caused if the child had to attend another school.)
- (ii) All children whose statement of special educational needs (SEN) names the School must be admitted.
- (iii) Brothers and sisters includes step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration may be given to applying this criterion to full brothers and sisters who reside at different addresses).
- (iv) The distance criterion which will be used as the tie breaker if there is oversubscription within any of the admission criteria is a straight line (radial) measure. If Governors are unable to distinguish between applicants using the published criteria (eg twins or same block of flats) places will be offered via a random draw. The distance measure is a straight line (radial) measure centre of building to centre of building.
- (v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from Monday to Friday. Proof of residence may be requested at any time throughout the admission process, (including after a child has accessed a school place).

- (vi) Our Waiting List is compiled in accordance with our Admissions Criteria. Parents of children who are not admitted can request to have their names placed on the waiting list. Late applications for the school will be slotted into the order according to the extent to which they meet the criteria. This waiting list will operate for the whole of the autumn term.
- (vii) Children will not normally be able to start school other than at the beginning of the term unless they have moved into the area or there are exceptional circumstances.
- (viii) Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.
- (ix) Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.
- (x) The highest priority **must** be given to looked after children¹ and children who were looked after, but ceased to be so because they were adopted² (or became subject to a residence order³ or special guardianship order⁴). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.

GEOGRAPHICAL PRIORITY AREA ▼

Parish of Ulnes Walton and Leyland area (part*) plus part of South East Farington (part**)

*From the boundary between Euxton and Leyland follow the centre of Worden Lane, St Andrews Road, Towngate, King Street and Leyland Way to the boundaries with Clayton-le-Woods and Cuerden.

**Follow the centre of Wheelton Lane north then east along the centre of Centurion Way then briefly north along Preston Road (B5254) to meet Stanifield Lane up to Claytons Farm.

¹ 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 in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).

² Under the terms of the Adoption and Children Act 2002. See section 46 (adoption orders).

³ Under the terms of the Children Act 1989. See section 8 which defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live.

⁴ See section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Supplementary form ▼

Please note if making an application to Academy@Worden you will also need to complete our Supplementary Admission form (available from the school). The closing date for the Supplementary Admission form to be returned is 31 October 2016.

The address of a student used on the school's supplementary form for admission must be the current one at the time of application, ie the family's main residence. If the address changes subsequently, the parents should notify the school. Where parents live at different addresses, and there is shared parenting, the address of the Child Benefit recipient will be used in the first instance. If there are concerns about this, the address where the child normally wakes up Monday to Friday may be taken into consideration. Parents may also be asked to show evidence of the claim that is being made for the address, e.g. identity cards of various sorts showing the child's address is the one claimed. Where there is dispute about the correct address to use, the governors reserve the right to make enquiries of any relevant third parties, e.g. the child's GP, Council Tax Office, Electoral Registration Officer, utilities provider. For children of UK Service personnel and other Crown Servants returning to area, proof of the posting is required.

Appeals ▼

Where the Governors are unable to offer a place because the school is over-subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the school Standards and Framework Act, 1998, as amended by the Education Act 2002. Parents should notify the Schools Admission Team at County Hall within 14 days of receiving the letter refusing a place. Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. Parents will normally receive 14 days notice of the place and time of the hearing.

Please note that this right of appeal against the Governors' decision does not prevent parents from making an appeal in respect of any other school.

In-year non-routine admissions ▼

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. Parents wishing their child to attend this school should arrange to visit the school. They will be provided with an application form once they have a definite local address. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no place, then the admissions committee will consider the application and information about how to appeal against the refusal will be provided.

If you wish to visit the school before stating your preferences, please contact us.

Appeals for children moving into the area will not be considered until there is evidence of a permanent address e.g. exchange of contracts or tenancy agreement with rent book. Please

note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

Fraudulent applications ▼

Where the governing body discovers that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence) which effectively denies a place to a child with a stronger claim, then the governing body is required to withdraw the offer of the place. The application will then be considered afresh and a right of appeal offered if a place is refused.

Other information ▼

A PURPLE Supplementary Form for Admission is included separately with this pack and YOU NEED TO RETURN THIS to Academy@Worden by no later than Monday 31 October 2016.

Please look at the description of the categories to enable you to determine which category your child's application would fall into.