



WETHERBY HIGH SCHOOL

Admissions Policy 2018-19

This policy applies to governors, students and parents/carers

Reviewing Committee: Full Governing Body

Responsible SLT member	-	Gareth King
Delegated policy updater	-	Gareth King
Responsible governor sub-committee	-	Learning and Inclusion

Publication date: October 2016

Next review date: October 2017

Wetherby High School is a Foundation School and has acquired The Education Trust for Wetherby.

The Governing Body acts as the Admissions Authority for the School as part of the co-ordinated scheme with the Local Authority. Following due consultation in accordance with the national Schools Admission Code 2012, the Governing Body has agreed the following Admissions Policy for the academic year 2018-19.

Parents of children in Year 6 must apply for a place in the School either using the Authority's online system, which opens on 1st August 2017, or the Common Preference Form which must be completed and returned as specified on the form. Only under exceptional circumstances will late applications be accepted. Applications received after this date will only be considered after those applications which were submitted on time.

Parents living within the boundaries of different education authorities may still choose Wetherby High School as a preferred secondary school but must complete the preference form provided by their local authority which will then pass on the information to the Admissions Team.

There will be 170 places available for Year 7 in September 2018.

Children with a statement of special educational needs will be admitted to the school named on their statement.

We will offer places to children in the following order of priority:

Priority 1

- a) Children in public care or fostered under an arrangement made by the local authority. (See note 1)
- b) Students without a statement but who have Special Educational Needs, or with exceptional medical or mobility needs, that can only be met at Wetherby High School. (See note 2)

Priority 2

Children with brothers or sisters who will be at school at the start of the academic year and are living at the same address (See note 3). This priority will not apply where the older sibling joined the Sixth Form from a different school.

Priority 3

Children who do not qualify under criteria 1 and 2 but for whom Wetherby High School is the nearest high school. (See notes 4, 5 and 6)

Priority 4

Any other children

Tie break

Within each criterion, if there is oversubscription, remaining places available will be allocated according to distance. Children living closest to the School will, therefore, be allocated a place before those who live further away. (See notes 4 and 5)

Notification and acceptance of places

The Local Authority will make the formal offer of a place to parents or carers on behalf of the Governing Body of the School. Parents will be asked to accept the offer of a school place. Parents who do not wish to accept the offer, or do not accept the offer within a reasonable time, may have the place withdrawn.

Appeals Procedure

The Local Authority manages appeals for the School. Parents who want to appeal against the governors' decision not to offer their child a place at the School must return the appeal form within 20 school days, stating the grounds for appeal.

All requests for appeals which are received by this date will be held within 40 school days.

Waiting list for the incoming Year 7

The Local Authority manages waiting lists for the School. Unsuccessful applicants will have the opportunity to ask for their child's name to be added to a waiting list which will be compiled in accordance with the admissions criteria. Any places which become available will be filled from the waiting list.

Criteria for updating and applying the waiting list will be those as outlined by the Local Authority in the booklet "Starting Secondary School in Leeds – a guide for parents and carers 2018-19".

Details and Explanations

Note 1

Children who have been adopted from Local Authority care within the twelve months prior to applying for a school place will also be included within the higher priority for looked after children.

Note 2

Applications in this category must be supported by a statement in writing from a doctor or other relevant professional. This is necessary because you will be asking the Authority to assess your child as having a stronger case than other children. Each case will be considered on its merits in consultation with the school concerned. To receive this assistance you must contact the SEN Assessment and Provision Service on 0113 395 1035.

Note 3

For these purposes, brothers and sisters must be living at the same address as your child. Siblings refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister. The definition does not include cousins or other family members sharing a house.

Note 4

The distance between home and the School is measured as a straight line between the centre of the School and the home. For this purpose we shall apply the distances provided by a national computer system, which is the method of measurement used by the Local Authority.

Note 5

If the school has to move to a temporary site for any reason, such as the building being damaged by a fire, we will base our distance measurements on the school's permanent site.

Note 6

For admission purposes, the home address is where the child usually lives with their parent or carer. Parents or carers must not give the address of a child minder or relative. When we make an offer, we assume the child's address will be the same in the following September as the one we have on record. If there is a plan to move house, parents must still give the current address. If parents move after the deadline for submission of the preference form in October, they must inform the School and the Admissions Team of the new address.

Note 7

Further information is available in our prospectus, which will be available at the School Open Evening in September or on request from the same date.

In-Year Applications

All applications to the School outside the normal admission round should be made using an in year application form. From September 2013, the form should be returned directly to the School. If the School is full, parents will be offered a right of appeal.

Where a family has moved into the area from abroad, another part of the country or city, and the child is effectively out of education, the application will be considered for an immediate start in the school, if there is a place available. Where parents simply wish for their child to change schools, the application will be considered for the start of the following term.

Fair Access Protocol

As part of the co-ordinated admissions arrangements with the Local Authority the school may accept hard-to-place students onto the school roll from time to time in accordance with the In-Year Fair Access agreement. These are special cases arranged outside the boundaries of this admissions policy.

Sixth Form Admissions

There will be 150 places available for Year 12 in September 2018 of which 20 places will be available for external applicants.

Admission arrangements for students in Year 12 are as follows.

- **Option 1**
 - Minimum entry criteria: 5 A* to C GCSEs including English and Maths
 - Students can choose 4 A levels or BTEC qualifications to study.

- **Option 2**
 - Minimum entry criteria: 5 A* to C GCSEs including either English or Maths
 - Students can choose 3 A levels or BTEC in addition to studying either their English or Maths for a re-sit at GCSE.

- **Conditions:**
 - The subjects chosen must match the subjects passed at GCSE grades A* to C.
 - The subject chosen must be *in line with subjects passed at GCSE at grades A* to C if the subject was not an option at GCSE.
 - Maths and Physics A level options must be supported by a minimum 'B' grade pass in Maths at GCSE.

**In line with*

- Sociology requires a C grade or better in English or Geography or History
- Psychology requires a C grade or better in Maths and Science

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