

# Wellington School Admissions Policy for September 2016

## THE DOCUMENT COVERS 4 DISTINCT SECTIONS:

<b>Section A</b>	Admission into Year 7 in September 2016
<b>Section B</b>	Admission into Years 7 to 11 during the academic year commencing September 2016
<b>Section C</b>	Admission into Year 12 for September 2016
<b>Section D</b>	Admission into the Sixth Form during the academic year commencing September 2016

# **SECTION A : ADMISSION INTO YEAR 7 FOR THE ACADEMIC YEAR COMMENCING SEPTEMBER 2016**

As an Academy School, Wellington is responsible for all its own admissions.

Parents seeking a place for their child in Year 7 in September 2016 **must** include Wellington School in ranked order of preference on their **Local Authority's Common Application Form**.

Students may be admitted at the age of 11, without reference to ability, aptitude or religious denomination. The number of intended admissions for the year commencing 1 September 2016 will be 244.

The Co-ordinated arrangements introduced by the 2002 Education Act impose a national "allocation day" of 1<sup>st</sup> March. All parents will be notified by their Local Authority on behalf of the Governing Body, of the outcome of their application.

**Only applicants born between 1 September 2004 and 31 August 2005 (inclusive) will be considered for entrance into Year 7.**

Where the number of applicants for admission exceeds the number of places available, the following criteria will be applied, in the order set out below, to determine how the places are awarded:

1. 'Looked after' or previously 'Looked after' children (as defined in the Education Act 2002 – Admissions).
2. Applicants living in the Post Code Areas of WA14 and WA15. If the number of applicants in this category exceeds the number of places available, then the places will be allocated on the basis of proximity of the child's home address to school, with those living nearer being accorded the higher priority. Distance will be taken as a straight line from the applicant's front door to the main school entrance.
3. All other applicants. Distance will be taken as a straight line from the applicant's front door to the main school entrance.

A map showing the WA15 and WA14 Post Code areas is available for inspection at the School Office.

The child's home address means the address where the child normally and permanently lives on a full-time basis, not a temporary address or the address of any carer or relative. In the case of parents who are separated or divorced and where child-care arrangements are shared between two addresses, both addresses will be used for the purpose of determining priority for admission. The average of the distances of the two addresses from the school will be used. Where one of the addresses is outside the WA14 and WA15 Post Code Areas the applicant will be regarded as living outside the WA14 and WA15 Post Code Areas and the average of the distances of the two addresses from the School will be used.

In the case where there is more than one applicant for the final place, who live exactly the same distance from the school, then a ballot will decide who receives the final place.

If a successful applicant moves home between the date of allocation and the beginning of term in September 2016, the offer of the place will be reviewed. As a result of this review, the offer may be withdrawn if an unsuccessful applicant is, as a result of the move, promoted to a higher priority on the School's admissions criteria.

For all leasing agreements a minimum of 24 months leasing agreement is required with legally supporting documentation and also documentation pertaining to the disposal of the previous home.

Any applicant who moves address must provide evidence and legal documentation to the effect they have purchased and exchanged contracts on a property and documentation relating to proof of disposal of the previous home.

Wellington School reserves the right to withdraw a place at a later date if it is discovered that false or incorrect information has been provided in order to secure a place.

Unsuccessful applicants may request to be placed on a waiting list and thus be considered for any places that may arise in the future. These places will be awarded in accordance with the criteria listed above. Parents who wish to exercise this right must state their intention in writing directly to the school within 28 days of receipt of notification letter.

All unsuccessful applicants will have the right to appeal to an Independent Appeals Panel in accordance with the Education Act 1993. Parents who wish to exercise this right must state their intention in writing within 28 days of receipt of notification letter.

# **SECTION B : ADMISSION INTO YEARS 7-11** **DURING THE ACADEMIC YEAR COMMENCING** **SEPTEMBER 2016**

This section applies to applicants applying for places outside the normal admissions process, i.e. Pupils wishing to change schools, Pupils excluded from their school, or pupils moving into the area

It is the policy of Wellington School to admit pupils into the year group appropriate only to their age:

<b>Year 7</b>	<b>Only applicants born between 1 September 2004 and 31 August 2005 will be considered for entry into Year 7</b>
<b>Year 8</b>	<b>Only applicants born between 1 September 2003 and 31 August 2004 will be considered for entry into Year 8</b>
<b>Year 9</b>	<b>Only applicants born between 1 September 2002 and 31 August 2003 will be considered for entry into Year 9</b>
<b>Year 10</b>	<b>Only applicants born between 1 September 2001 and 31 August 2002 will be considered for entry into Year 10</b>
<b>Year 11</b>	<b>Only applicants born between 1 September 2000 and 31 August 2001 will be considered for entry into Year 11</b>

Waiting Lists are maintained for these year groups and any places that become available will be awarded strictly in accordance with the School's published Admissions Policy at that date with the nearest person being awarded the place irrespective to how long they have been on the waiting list.

All applicants for places at Wellington School, must contact the school in writing.

Wellington School reserves the right to withdraw a place, at a later date, if it is discovered that false or incorrect information has either been withheld or not provided in order to secure a place.

# **SECTION C : ADMISSION INTO YEAR 12** **FOR SEPTEMBER 2016**

Only pupils born between 1 September 1999 and 31 August 2000 will be considered for entry in Year 12.

The maximum number of students to be admitted into Year 12 will be 100 which will consist of 95 places for students from Wellington School and 5 places for external applicants. Additional external students may be admitted providing their admission does not prejudice efficient education or the efficient use of resources.

The minimum qualifications for entry are:

- 5 GCSE's at grades A\* to C (including English Language and Mathematics)
- Students wishing to study either Mathematics or a Modern and Foreign Language must have achieved a grade B or higher at GCSE level.
- Students wishing to study either Biology, Chemistry or Physics must have achieved a grade B or higher in that subject, if they studied separate Sciences at GCSE level, or a double grade B or higher if they studied GCSE Double Award Science.

## **INTERNAL APPLICANTS**

All pupils in Year 11, during the academic year commencing September 2015, will be given the opportunity of an interview to discuss subject choices and suitability for entry onto 'A' level courses.

In order to secure a provisional offer of a place in the Sixth Form, internal applicants must show evidence of a positive attitude towards school and towards learning throughout Year 11. The key factor in determining whether a place in the Sixth Form will be offered will be whether the applicant is likely to meet all the entry requirements.

Provisional places will be offered after February 2016 to those internal applicants who have demonstrated a satisfactory level of commitment towards their school work and whose predicted GCSE grades suggest that they will be able to cope with AS/A level work.

The final offer will then be confirmed following appropriate GCSE results being achieved in August 2016.

Wellington School reserves the right to refuse to offer a place, or remove a place already awarded, if any of the above conditions are not fulfilled.

If the number of applicants exceeds the number of places available then the places will be awarded to the highest ranked applicants using the same criteria as used for entry into Year 7.

## **EXTERNAL APPLICANTS**

An application form, available from the school, must be completed and returned by 31<sup>st</sup> December 2015. All application forms will be acknowledged.

Applicants wishing to be considered for a place will then be invited to contact the School after receiving their GCSE Results in August 2016.

In order to achieve a place applicants must have 5 GCSE's at grades A\* to C (including English Language and Mathematics) and are able to demonstrate evidence of a positive attitude towards school and towards learning throughout Year 11. Students wishing to study either Mathematics or a Modern and Foreign Language must have achieved a grade B or higher at GCSE level. Students wishing to study either Biology, Chemistry or Physics must have achieved a grade B or higher in that subject, if they studied separate Sciences at GCSE level, or a double grade B or higher if they studied GCSE Double Award Science.

If the number of applicants exceeds the number of places available then the places will be awarded in order of merit based on their actual GCSE grades. If at this point two or more applicants have the same score the applicants will be ranked according to the distance criteria used for Year 7.

Wellington School reserves the right to withhold the offer of a place in the Sixth Form if any of the above conditions are not fulfilled, or to withdraw a place if it is discovered that false or incorrect information has either been withheld or not provided in order to secure a place.

### **TRANSFER FROM YEAR 12 TO YEAR 13**

Transfer from Year 12 to 13 is not automatic and depends on the quality of AS exam results achieved at the end of Year 12. Where less than a D grade is achieved the following will apply:

The student's position will be reviewed. The School reserves the right to provide advice about their prospects at A2 level and if they are allowed to return into Year 13 conditions will be attached relating to use of private study time and Sixth Form privileges.

However, any student whose AS scores are ungraded in one or more of their A2 level subjects will be expected to make alternative arrangements for their continuing education. They will not be allowed to continue into Year 13 or to repeat Year 12.

## **SECTION D - ADMISSION INTO THE SIXTH FORM DURING THE ACADEMIC YEAR COMMENCING SEPTEMBER 2016**

The only admissions into Sixth Form for the academic year commencing in September 2016 will be into Year 12 up to the end of September 2016, if places are available.

**Only applicants born between 1 September 1999 and 31 August 2000 will be considered for entry into Year 12.**

All applicants will be required to complete an application form and will be invited to attend for an interview to discuss subject choices and suitability for entry onto 'A' level courses.

All applicants will be required to meet the criteria and accept the conditions listed under 'Section C - Admission into Year 12 for September 2016'.