



### **Admission Number**

The published admission number for year 7 at the South Wolds Academy and Sixth Form in September 2023 is 150. In all other academic years, the academy will usually admit to the published admission number at the time when the year group was first admitted to the Academy in the normal admission round.

### **Oversubscription Criteria**

Where the number of applications for admission exceeds the number of places available, the following criteria will be applied in the order set out below to decide which students to admit once places have first been allocated to students who have a statement of special educational need or Education Health Care Plan which names the Academy.

1. Children who are looked after, or who have been previously looked after, by the local authority, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted, in accordance with the School Admissions Code 2021, which states admissions authorities must give highest priority to this group of children.<sup>1</sup>
2. Children who attend a linked primary school and live in the catchment area on the closing date for applications. Within this category the first places will be allocated to those who will have a sibling on the school roll at The South Wolds Academy and Sixth Form in years 7 to 11 at the time of admission.
3. Children who live in the catchment area on the closing date for applications. Within this category the first places will be allocated to those who will have a sibling on roll at The South Wolds Academy and Sixth Form in years 7 to 11 at the time of admission.
4. Children who live outside the catchment area and attend a linked primary school on the closing date for applications. Within this category the first places will be allocated to those who will have a sibling on the school roll at The South Wolds Academy and Sixth Form in years 7 to 11 at the time of admission.
5. Children who live outside the catchment area. Within this category the first places will be allocated to those who will have a sibling on the school roll at The South Wolds Academy and Sixth Form in years 7 to 11 at the time of admission.

If applications exceed the number of places available in criteria 2, 3 or 4, the Academy will use random allocation by lot, drawn by someone independent to the Academy. In the event of oversubscription in criterion 5, proximity to the Academy will be measured 'as the crow flies' from the home address to the main reception office. Those living nearer to the Academy will be given priority. In the event that two or more distances are exactly the same then the Academy will use random allocation by lot, drawn by somebody independent to the Academy. The Academy will operate a waiting list, for Year 7 up to the end of the first term only, in which priority for places will be given on the basis of the above criteria.

### **How to make an application for years 7 -11**

For admissions into year 7 at the start of the school year, the Local Authority will co-ordinate the application process and all applicants must use the Local Authority's application form which can be found [here](#), or via the following address [www.nottinghamshire.gov.uk/admissions]. The Local Authority will publish the deadline for applications for September 2023.

For other in year admissions in years 7-11 applications should be made directly to the Academy. Details of how to apply are published on the website.

The Academy participates in the Fair Access Protocol.

### **The right to withdraw an offer**

The Academy has the right to withdraw the offer of a place if any of the information given on the application is found to be inaccurate. This would include fraudulent applications, applications found to be intentionally misleading and false claims to residence in the catchment area.

### **Admission to the Sixth Form**

The capacity for year 12 is 150, with the admission number for external candidates is a minimum of 30. Applications are made directly to the sixth form; details of how to apply are included on the Academy's website.

Students will be accepted on to Post 16 courses if they achieve a minimum of 2 grade '6' and 4 grade '5' passes at GCSE level. The sixth form prospectus published in September 2022 will identify any specific requirements for individual subjects.

Subjects studied: a student who has qualified for admission into year 12 as above will be offered a choice of the combination of courses offered at the Academy's discretion. This is dependent on the following:

- the course(s) required is / are on offer;
- group sizes are viable. In the event that a subject or course does not attract sufficient applicants it may not run;
- there are sufficient places in the classes provided for each subject.

Where the number of applications for admission exceeds the number of places available, the following criteria will be applied, after those children with a statement of special educational need or Education Health Care Plan that names the academy have been admitted, in the order set out below, to decide which students to admit:

1. Students who are looked after by a local authority, or who have been previously looked after, in accordance with the School Admissions Code 2021, which states admissions authorities must give highest priority to the group of children, and who meet the entry criteria
2. Students who already attend the Academy and meet the entry criteria

In the event of an over-subscription of the above criteria, and for all other applications, proximity to the Academy will be used with those living nearer being given priority. Distance measurements to be made 'as the crow flies' from the home address to the main reception office of the Academy. In the event that two or more distances are exactly the same then the Academy will use random allocation by lot, drawn by somebody independent to the Academy.

### **Definitions:**

#### **Looked After Children and previously looked after children**

<sup>1</sup>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 in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school.

Previously looked after children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order), including those children who the admissions authority determine, based on the evidence provided, that were in state care outside of England, but who were then adopted. This includes children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002.

Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act

1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians.)

A child is regarded as having been in state care in a place outside England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

### **Parent**

Section 576 of the Education Act 1996 defines 'parent' to include; all natural parents whether they are married or not, any person who, although not a natural parent, has parental responsibility for a child or a young person; and any person who, although not a natural parent, has care of a child or young person. Having parental responsibility means assuming all the rights, duties, powers, responsibilities and authority that a parent of a child has by law. People other than a child's natural parent can acquire parental responsibility.

### **Siblings**

For school admissions, a sibling (brother or sister) includes half-brother or half-sister or legally adopted child living at the same address as the child. It also includes step children or children who are not related but live as a family unit, where parents both live at the same address as the child. Where one child of a multiple birth can be admitted, then both twins (or all the siblings in case of multiple births) will also be admitted.

### **Residence**

This is defined as the child's permanent place of residence which is deemed to be the residential property at which the child normally and habitually resides with the person/persons having parental responsibility for the child at the time of the deadline of the completion of the common application form. Proof of permanent residence and evidence regarding parental responsibility may be required. If parents live at separate addresses, whichever of the two addresses the child spends at least 3 school nights permanently i.e. Sunday, Monday, Tuesday, Wednesday or Thursday will be classed as their place of residence. An address of other relatives or friends will not be considered as a place of residence even when the child stays there for all or part of the week.

### **Late applications**

Late applications are those submitted after the closing date for the Nottinghamshire County Council's co-ordinated admissions scheme and will be dealt with in accordance with that scheme. Late applications will be considered up to the date specified in the coordinated scheme providing the applicant can produce evidence that they have moved into the area after the closing date for applications or can establish at the time of completing the form that there were exceptional reasons for missing the closing date. Examples include family bereavement, hospitalisation. Supporting evidence may be required.

### **Linked Primary Schools**

Bunny Primary  
Cotgrave Candleby Lane  
Cotgrave CofE Primary  
Crossdale Primary  
Greythorn Primary  
Heymann Primary  
Jesse Gray Primary  
Keyworth Primary  
Kinoulton Primary  
St Peter's Primary  
Tollerton Primary  
West Bridgford Juniors  
Willoughby Primary  
Willow Brook Primary

### **Waiting list**

If, after the offer of year 7 places has been made, the Academy is over-subscribed, all unsuccessful applications will be put onto the waiting list, which is administered by the governors of the Academy in

partnership with the local authority for the duration of the co-ordinated admissions scheme. Once the co-ordinated scheme is closed, the waiting list will remain open until 31st December in the year of admission and will be administered by the governors of the Academy. The waiting list will be ranked in line with the published over subscription criteria. The Academy does not maintain a waiting list for in-year admissions.

### **Independent Appeals**

Parents have the right to an independent appeals panel if you are not happy with the outcome of your application. Any repeat applications for the same academic year will not be considered unless there is a significant and material change in circumstances. Parents wishing to appeal should write to the Clerk to the Governors at the usual Academy address, within 20 school days of notification. Appeals will be held in line with the protocols and timelines in the School Admissions Appeal Code.

### **Applications for children outside of their normal age group**

Parents may seek a place for their child outside of their normal age group. If this is the case then a letter should be written to the Head Teacher setting out the reason for the request. This will then be processed in line with paragraph 2.18 of the School Admissions Code.

### **Measuring distance 'as the crow flies'**

For applications in the normal year of entry which are managed under the co-ordinated admissions arrangements distance is measured using Nottinghamshire County Council software computerised measuring system and the Academy governors use this information to rank order applications.

For applications outside of the normal year of entry or for those applications held on the waiting list the governors of the Academy use Google Maps to measure distance.