



# Admissions Policy for the academic year 2019-20

The Admissions Authority for Walker Riverside Academy (the school's name as of September 2018) is the Governing Body, which is responsible for determining and applying this policy. This Admission Policy has been formally adopted by the Governing Body. Applications for school places are co-ordinated by the local authority in accordance with the published time scales in the co-ordinated admission scheme.

## Admission to Year 7 to 11

### How and when to apply for places

There will be 220 places available in Year 7. All applications for school places must be made on Newcastle City Council's school application form and returned to Newcastle City Council.

Applications for Year 7 transfer places (the entry year for the school) for September 2019 must be submitted by midday on 31 October 2018. Applications for school places in other year groups or after the start of the school year can be submitted at any time.

### Late applications

Applications received after the closing date for admission into the transfer year group will be classed as late and processed after all of the applications received on time.

### Special Educational Needs

Children who have a statement of Special Educational Needs (or an Education, Health and Care Plan) which names the school will be admitted to the school.

### How places will be allocated

If there are enough places at the school then every applicant will be offered a place. If more applications are received than the number of places available, the following oversubscription criteria will be used in the order shown to decide which children will be allocated places.

1. Students who are currently looked after by a local authority (in care) and children who were previously looked after by a local authority and immediately afterwards became subject to an adoption, child arrangements (residence) order or special guardianship order. Evidence of the appropriate order must be submitted before the closing date for applications.
2. Students attending one of the designated 'feeder' schools:  
Walkergate Primary School, Welbeck Academy, West Walker Primary School, Tyneview Primary School and Central Walker Church of England Primary School.

3. Students not attending a designated feeder school who have an older brother or sister (a sibling) who will be attending the school on the date that the younger child will be admitted in September 2019. Sibling can be a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent or carer's partner, as long as the children live at the same address. Sixth form students are not eligible as sibling links. For applicants in year, the sibling link may be an older or younger child that will be attending the school when the applicant would be admitted, with the exception of sixth formers.
4. Students with an exceptional medical reason that means they can only attend this school (for example, where the child or one or both parents has a disability that means that the child cannot attend a different school).
  - Strong supporting evidence must be provided from a healthcare professional involved with the child.
  - The professional must be independent of both the family and the school.
  - The evidence must relate specifically to the school and must clearly demonstrate why it is the only school that can meet the child's needs.
5. Students living nearest to the school as measured in a straight line distance from a single fixed central point at the school to a point in the centre of the home address of the child, using the Local Land and Property Gazetteer or a suitable alternative geographical information system.

### **Tie break**

Where more children apply from a feeder school than there are places available, priority will be given to those with a sibling already attending the College (not sixth form). Distance from home to school will be the deciding factor for the remaining children. In the event that more than one child has an equal right to an available place the place will be offered to the older child./In the event that more than one child has an equal right to an available place the place will be offered by random allocation.

### **Additional notes**

- Parents/carers have two weeks to respond to an offer of a school place. If an acceptance is not received it may be assumed that a place is no longer required and the offer may be withdrawn.
- Parents who share responsibility for the care of their child are expected to reach agreement to a school placement between them. In the event of a dispute the school will accept the application from the parent to whom the child benefit is paid.
- When stating your choice of school, you must give the child's permanent address at the time of application. The address of childminders or other family members who may share in the care of your child must not be quoted as the home address.
- If the child lives part of the week between two parents, the child's address should be the address where the child lives (1) during the school week, or (2)

with the parent who receives child benefit or where the child is registered with a GP, if there is any dispute.

### Waiting lists

Children who are refused a place will be kept on a waiting list for a maximum of one school term. Waiting lists are cleared termly and parents will need to re-apply if they still want to be considered for a place at the school. For applications for transfer places, waiting lists are kept until the end of December in the year of admission and will then be cleared. Waiting lists will be ranked using the oversubscription criteria regardless of the date the application was received.

For Year 7 places, waiting lists will be kept until the end of December 2019 and will then be cleared. Waiting lists will be ranked using the oversubscription criteria regardless of the date the application was received. From January and then on a termly basis, waiting lists will be cleared and parents will need to re-apply each term if they still want their child to be considered for a place at the school.

### Right of appeal

Parents/carers who are refused a place for their child have a statutory right of appeal to an independent appeals panel. Please contact the School Appeals Team for information (phone 0191 277 7427 or email [schoolappeals@newcastle.gov.uk](mailto:schoolappeals@newcastle.gov.uk)).

Information is also available at [www.newcastle.gov.uk/admissions](http://www.newcastle.gov.uk/admissions)

### Definitions

- A **Child Looked After** is a child who is in the care of a local authority in accordance with section 22 of the Children Act 1989 at the time the application for admission to school is made and whom the local authority has confirmed will still be looked after at the date of admission.
- An **Adoption Order** is an order made under section 46 of the Adoption and Children Act 2002.
- A **Child Arrangements Order** (previously known as a **Residence Order**) is an order outlining the arrangements as to the person with whom the child will live.
- A **Special Guardianship Order** is an order appointing one or more individuals to be a child's special guardian or guardians.

# Admission to Sixth form

## How and when to apply for places

All applications for Sixth form places must be made directly to the College by the date specified on the College website in the online prospectus. Applications for places must be made through the online application form available via the College website.

## Late applications

Applications received after the closing date for admission will be classed as late and processed after all of the applications received on time.

## Special Educational Needs

Students with a statement of Special Educational Need (or an Education, Health and Care Plan) which names the school will be admitted to the school.

## How places will be allocated

The entry requirements for Sixth form are largely dependent on the course of study that a student wishes to access. They are the same for internal and external students.

Usually, students wishing to access Level 3 courses must possess a minimum of five GCSEs at grade 5. To access Level 2 courses, 5 GCSE passes at grade 3 and/or appropriate level one qualification(s) are required. There are no specific qualifications required for entry to foundation level courses.

Details of specific entry requirements and courses available may be obtained from the school and may be published in a Sixth form prospectus on the College website.

Entry is also dependent on applicants demonstrating a track record of excellent attendance and positive behaviour. For internal applicants, IRIS and attendance records will inform the decision to offer a place. For external applicants we will look for references from the applicant's KS4 provider.

Subject to meeting the relevant entry requirements, applicants will be offered a place. If more applications are received than the number of places available, the following oversubscription criteria will be used in the order shown to decide which students will be allocated places.

1. Students who are currently looked after by a local authority (in care) and students who were previously looked after by a local authority and immediately afterwards became subject to an adoption, child arrangements (residence) order or special guardianship order. Evidence of the appropriate order must be submitted before the closing date for applications.

2. Students who have a brother or sister (a sibling) who will be attending the College on the date that the child will be admitted in September 2016. Sibling can be a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent or carer's partner, as long as the children live at the same address.
3. Students with an exceptional medical reason that means they can only attend the College (for example, where the student or one or both parents has a disability that means that the student can only go to one school).
  - Strong supporting evidence must be provided from a healthcare professional involved with the student.
  - The professional must be independent of both the family and the College.
  - The evidence must relate specifically to the school for which the application is being made and must clearly demonstrate why it is the only school that can meet the student's needs.
4. Students living nearest to the College as measured in a straight line distance from a single fixed central point at the school to a point in the centre of the home address of the student, using the Local Land and Property Gazetteer or a suitable alternative geographical information system.

Distance from home to school will be the deciding factor in a tie break situation.

### Right of appeal

Parents/carers who are refused a place for their child in Years 7 to 11 or in the Sixth form have a statutory right of appeal to an independent appeals panel. Please contact the School Appeals Team for information (phone 0191 277 7427 or email [schoolappeals@newcastle.gov.uk](mailto:schoolappeals@newcastle.gov.uk)). Information is also available at [www.newcastle.gov.uk/admissions](http://www.newcastle.gov.uk/admissions)

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