

# Admissions Policy 2019-2020

Status: In consultation



## 1. Introductory Statement

Great Western Academy is a publically funded, co-educational, non-denominational secondary Academy based in North Swindon. Our vision is to create an outstanding 11-18 school that radically improves the life chances of our learners. Students will experience excellent teaching and learning across a comprehensive, flexible and responsive curriculum which meets the needs of all our learners and has particular focus on Business, Enterprise and Computing/IT. They will develop social and interpersonal skills, all within a professional safe and caring environment.

## 2. Admission Numbers

The published admission number for September 2019 for Year 7 is 150.

The published admission number for September 2019 for Year 12 is 80.

The school is opening on a phased basis from September 2018, as such in the 2019-2020 academic year the school will accommodate Years 7, 8, 12 and 13.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

## 3. Application Process (Year 7)

Great Western Academy will participate within Swindon Borough Council's Co-ordinated Scheme for the 2019-2020 academic year.

To apply for a place in Year 7, an application should be made via the home authority. For Swindon residents applications should be made to School Admissions, Swindon Borough Council, Wat Tyler House, Swindon, SN1 2JH or [schooladmissions@swindon.gov.uk](mailto:schooladmissions@swindon.gov.uk). Alternatively an application can be made using the online systems accessible via <http://www.swindon.gov.uk/secondaryschoolplaces>.

The closing date for applications is **Wednesday 31<sup>st</sup> October 2018** and the offers will be made on **Friday 1<sup>st</sup> March 2019**.

## 4. Application process (Year 12)

Applications for the school should be sent to School Admissions at Great Western Academy, c/o New College, New College Drive, Swindon, SN3 1AH or to [gwaadmissions@newcollege.ac.uk](mailto:gwaadmissions@newcollege.ac.uk).

The closing date for applications is **Friday 21<sup>st</sup> December 2018**.

Applicants will be invited to attend a meeting to receive information, advice and guidance on their subject choices. Conditional offers will be made by **Friday 31<sup>st</sup> May 2019**

An application form can be obtained from <http://www.gwacademy.co.uk/admissions>

Version: 0.1 Consultation

Date: 17.10.2017

## **5. Oversubscription criteria**

The criteria in this section apply to entry at both Year 7 and Year 12. Any students wishing to enter Year 12 will also be required to meet the academic entry criteria for the sixth form set out below.

When the school is oversubscribed, after the admission of pupils with an Education Health and Care Plan or Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to an adoption order, a child arrangements order or a special guardianship order.<sup>1</sup>
2. Any child who has a sibling attending the preferred school at the same time as he or she is due to be admitted.
3. Other children.

## **6. Tie Break**

If in the categories listed above, a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. The distance between the applicant's home address and the school is taken as a straight line between the Local Land and Property Gazetteer (LLPG) address points for the home address and the school with those living closest to the school receiving priority.

Random allocation will be used as a tie-break to decide who has the highest priority for admission if the distance between the home address and the school is equidistant in two or more cases.

Should the situation arise where children of multiple birth from the same family are tied for the final place, all children from the family will be admitted.

## **7. Arrangements for admission to the sixth-form**

The sixth form will admit any students with an Education, Health and Care Plan or Statement of Special Educational Needs where the school is named.

All other students must meet the following academic entry criteria to be offered a place:

1. Applicants will normally be required to have a least five A\*- C grade or grade 9-4 passes at GCSE including English (either English Language or English Literature) and Mathematics.
2. All applicants must meet the minimum requirements for the individual A Level or vocational subjects they wish to study.

Students not having met a grade requirement in their chosen subjects will be offered alternative subjects (if available) for which they have met the required standard. This information will be available on our website at <http://www.gwacademy.co.uk/sixth-form>

3. Applicants must be under the age of 19 at the start of the programme of study, have not completed two years of sixth form study at another provider and meet regulations regarding nationality, residency and eligibility for study in the UK.

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<sup>1</sup> A looked after child is a child who is (a) in the care of the local authority, or (b) being provided accommodation by a local authority in the exercise of their social services function (see the definition in Section 22(1) of the Children Act 1989).

Where there are more eligible students than places, the oversubscription criteria will determine who is submitted.

#### **8. Late applications**

All applications received after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, those who are not offered a place will be added to the school's waiting list.

#### **9. Admissions of children outside their normal age range**

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of the normal year group is being requested and the year group in which they wish their child to be allocated a place.

When such a request is made, the Academy Trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the Principal and any supporting evidence provided by the parent.

The process for requesting such an admission is as follows:

1. With the application, parents should request that the child is admitted to another year group and provide the reasons for that request. Parents should submit any evidence in support of their case with the application, for instance from a medical practitioner, Principal etc. Some of the evidence a parent might submit could include:
  - a. Information about the child's academic, social and emotional development
  - b. Where relevant, their medical history and the views of a medical professional
  - c. Whether they have previously been educated out of their normal year group; and
  - d. Whether they may naturally have fallen into a lower age group were it not for being born prematurely.
2. The Academy will consider each request on the basis of the circumstances of the case, taking into account the individual circumstances of the requirements and the child's best interests. The parents will be made aware whether the request for admission out of age group has been agreed before final offers are made and if necessary the reason for any refusal.

Request for admission out of the normal year group will be considered alongside applications made at the same time. An application for a child who would normally be a Year 8 child for a Year 7 place will be considered alongside applications for Year 7.

#### **10. Waiting lists**

The school will operate a waiting list for each year group. Where the school receives more applications for places than there are place available, a waiting list will operate until the end of the academic year. The list will be maintained by the Academy and any child refused a place at the school will be automatically added to the list. The list will be cleared at the end of each academic year.

A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or is removed from the waiting list.

The school will also keep a list, ranked against the oversubscription criteria, of those applying for entry to year 12 who are not made a conditional offer by 31<sup>st</sup> May 2019. Any of those students meeting the academic entry criteria on 22<sup>nd</sup> August 2019 will be considered for a place if any students who were previously offered places conditional on meeting the above academic entry criteria, do not achieve their grades.

## **11. In-year admissions**

In year admission will be dealt in accordance with this policy. The Local Authority operate a co-ordinated scheme for in-year applications. Applications should be made via the form available at <http://www.swindon.gov.uk/inyearadmissions>.

## **12. Appeals**

All applicants refused a place, have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admissions Appeal Code. (Available at <https://www.gov.uk/government/publications/school-admissions-appeals-code>).

## **13. Notes and Definitions**

### **13.1. Home Address**

The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. If the residence is not split equally between both parents, then the address used will be the address where the child spends the majority of the school week.

### **13.2. Sibling**

A sibling is defined as a child attending the preferred school at the same time as he or she is due to be admitted, who is a;

- brother or sister;
- half brother or sister;
- adopted brother or sister;
- step brother or sister, or
- the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

FOR OFFICE USE:

DATE RECEIVED:

DATE OF IAG:



## SIXTH FORM APPLICATION FOR ENTRY IN SEPTEMBER 2019

Please download, complete and return to GWA Sixth Form Admissions, c/o New College, New College Drive, Swindon, SN3 1AH by post or in person, or by emailing a copy of the application form to [GWAA admissions@newcollege.ac.uk](mailto:GWAA admissions@newcollege.ac.uk). Applications should be submitted by the closing date of 21st December 2018. Applications received after this date will be considered as late in accordance with the Admissions Policy. Conditional offers will be made by 31st May 2019.

Please read the admissions policy available at [www.gwacademy.co.uk/admissions](http://www.gwacademy.co.uk/admissions).

If your child has a Statement of Special Educational Needs or Education Health and Care Plan you should not complete this form but make enquiries with the SENAT Team at Swindon Borough Council about how to apply for a place. Please contact 01793 445500 or email [senat@swindon.gov.uk](mailto:senat@swindon.gov.uk)

### STUDENT DETAILS

First Name(s): ..... Surname: .....

Date of Birth: ..... Gender: .....

Permanent address: .....

Postcode: .....

### PARENT/CARER LIVING AT HOME ADDRESS

Full name: .....

Relationship to child: .....

Home Telephone: .....

Mobile Number: .....

Email: .....

### 2ND PARENT/CARER LIVING AT HOME ADDRESS

(if relevant - for information. Please note 2nd parent is not required to sign the form)

Full name: .....

Relationship to child: .....

Home Telephone: .....

Mobile Number: .....

Email: .....

### APPLICATION DETAILS

Has the student previously been or is currently in the care of the Local Authority?

YES  NO

*If the student is currently looked after or has previously been looked after and is subject to an adoption, child arrangements or special guardianship order, please provide a copy of the relevant order when submitting the application.*

## COURSES APPLYING FOR

(PLEASE LIST IN ORDER OR PREFERENCE)

Please ensure that you are aware of general grade entry requirements and those needed for individual subjects.

SUBJECT	LEVEL (E.G. A LEVEL, BTEC)
1. ....	.....
2. ....	.....
3. ....	.....
4. ....	.....
5. ....	.....

## OTHER INFORMATION

Please details your career or university ambitions (if known) and any other information relevant to your application. Use additional paper as required.

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## QUALIFICATIONS

Please list all the qualifications that the student has taken or is currently taking along with the predicted/actual grade (Please ask subject tutors if necessary)

SUBJECT	LEVEL (E.G. GCSE, BTEC)	DATE	PREDICATED/ACTUAL GRADE
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....
4. ....	.....	.....	.....
5. ....	.....	.....	.....
6. ....	.....	.....	.....
7. ....	.....	.....	.....
8. ....	.....	.....	.....
9. ....	.....	.....	.....
10. ....	.....	.....	.....
11. ....	.....	.....	.....

## DECLARATION

I confirm that the information supplied is correct and I understand that providing false information may lead to the offer of a place being withdrawn. Great Western Academy reserve the right to verify the information given on this form. Personal information contained in this form is subject to the Data Protection Act 1998.

Signed: ..... Print Name: ..... Date: .....

Thank you for applying for the Great Western Academy. You will be contacted to arrange an appropriate date and time to discuss your course choices.