



***William Brookes Academy Trust***

# Admissions Policy

## For 2018/19

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To be reviewed spring 2018



## ***Admissions Policy for 2018-19 William Brookes Academy Trust***

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William Brookes School is an academy and therefore an admission authority in its own right. As such, the Academy Trust is responsible for setting its own admission arrangements. Governors of William Brookes School have adopted Shropshire Council's admission arrangements as applicable to community and voluntary controlled schools within north and south Shropshire. However, from September 2015, the sibling criteria definition has been extended to include those students whose siblings attend William Brookes' Sixth Form. A copy of the determined arrangements is available for viewing on the Council's website.

The school has an admission number of 162.

### **Year 7 Admissions**

For transfers to secondary school in Year 7 the Council's Admissions Team co-ordinates the admissions process and all enquiries regarding Admissions should be addressed to them. They publish a booklet "Parents' Guide to Education in Shropshire" each year with up to date information about schools and a full explanation of the admissions processes. The booklets are available from the Shropshire Council website or reference copies are available in schools and local libraries. Parents/carers who may wish to speak directly to an Admissions Advisor may also contact them through the Admissions Team. Admissions for any year group other than the start of Year 7 will be classed as In-Year or Mid-term applications and will be handled directly by the school.

The contact address for Shropshire Council is: Admissions Team, Learning and Skills, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND. Tel: 0345 678 9008  
or email: [school-admissions@shropshire.gov.uk](mailto:school-admissions@shropshire.gov.uk)  
Website: [www.shropshire.gov.uk](http://www.shropshire.gov.uk)

For the Year 7 intake in September 2016, the number of preferences received and places allocated (before appeals) was as follows:

<b>Date of Allocation</b>	<b>Admission Limit</b>	<b>No of 1st preferences received</b>	<b>Total places allocated</b>	<b>No of 2nd preferences allocated</b>	<b>No of 3rd preferences allocated</b>
March 2016	162	233	162	2	0

Parents complete just one common application for their home LA stating preferences for up to three schools, regardless of the location of the schools to which they want to apply and of who the school's admission authority might be. If there are more applications for places than are available within the admission limit, then priority will be given based on the oversubscription criteria shown below in priority order.

### **Priority 1**

Looked After Children and previously Looked After Children who ceased to be so because they were adopted, as defined in the School Admissions Code.

### **Priority 2**

Children living within the catchment area. Firstly to children who will have an older sibling at the school or sixth form on the day they are awarded the place in school and then to other children who live in the catchment area. You can find out what catchment area you live in by searching for your postcode on Shropshire Council's mapping system and selecting "Secondary Catchment" from the menu.

### **Priority 3**

Children living outside the catchment area. Any places left will be firstly offered to children who will have an older sibling at the school or sixth form on the day they are awarded the place in school, secondly to children without an older brother or sister at the school, but who have attended a state funded primary school that lies within the secondary school's catchment area for more than a whole academic year immediately prior to transfer, **and thirdly to children of current members of staff.** After that, priority will be given to other children who live outside the catchment area.

If, in any of the above groups, there are more applications than places available, priority will be based on distance. This will be measured as a straight line, from home to school on a computerised mapping system, with the shortest distance being given priority.

### **Priority due to exceptional circumstances**

Very exceptionally where a child has a particular health reason requiring them to attend a specific school, that child may be given a place before any of the children who qualify under Priority 2 and 3. This will only be allowed if parents/carers can provide medical evidence that attending that particular school is essential to the medical well-being of their child. The school reserves the right to check the relevance of the medical condition.

All applicants living within the Shropshire Local Authority boundary (that is, where council tax payments are made to Shropshire Council, but not Telford & Wrekin)

must either apply online or complete the appropriate Shropshire Council application form.

Applicants living in another English Local authority area must use the application form from their home authority council admissions team.

**Mid-term or “In-Year” applications**

Mid-term or “In-Year” applications are dealt with directly by us and an application form is available from our Student Registrar and Year 6 Transition Administrator. If there are more applicants than vacancies, the same published criteria as for Year 7 entrants will be applied to determine priority for that place. If there are no places available you will be informed of the Appeals process.