

# Christopher Whitehead Language College

## Admissions Policy 2010

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The admissions process is part of the Worcestershire LA co-ordinated scheme. The Admission Policy of the Governors of **Christopher Whitehead Language College** is as follows:

The School's Admission Number for the school year beginning in September 2010 is 224.

Christopher Whitehead Language College's admissions policy supports our primary purpose of delivering high quality education to all of our students. We do not impose restrictive standards for admission to our school. However, this does not necessarily imply immediate admission to any student. The following guidelines are established to provide the Admissions Officer with parameters for accepting students to Christopher Whitehead Language College and establishing a waiting list when one is necessary.

In all cases we encourage parents to attend an induction evening or come to a meeting with our Admissions Officer. This is seen as preferred but not essential. This meeting aids our staff, the prospective new student and parents/carers in ensuring a successful start at our school and in the curriculum of their choice. Earliest possible arrangement of an offer place is seen as desirable.

- Every effort will be made to include and accept students with diverse ethnic, religious, racial and socio-economic backgrounds.
- A balanced student body of females and males is considered ideal.
- Every attempt will be made to accept the maximum number of students into our Gifted & Talented and Learning Support Centre.
- We reserve the right to place the child in what we deem to be the most suitable learning environment. Siblings will be placed in the same House but not the same Learning Mentor group.

If the number of applications exceeds the admission number, the governors will give priority to applications in accordance with the criteria listed, provided that the governors are made aware of that application before decisions on admissions are made.

In all categories, priority will be given to those who have a brother or sister attending Christopher Whitehead Language College at the time of admission. Thereafter the following criteria will apply:

1. Children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989).
2. Children who present themselves as skilled linguists. As a specialist language college we accept 10% of students who present themselves as having a proven aptitude for learning a foreign language. Aptitude is defined as being on the gifted and talented register for languages and/or being assessed on the primary school profile at scale 5 or above in Year 6 for oracy, literacy, intercultural understanding and language learning skills. Evidence must be presented at the time of application.
3. Children who have a serious medical, physical or psychological condition which makes it essential that they attend our school rather than any other, i.e. only this school can meet the particular needs of this students, evidence may be required.
4. Children residing in the catchment area.
5. Children who attend a feeder school.
6. Children living closest to the school determined by the shortest available walking route.

### **OVER-SUBSCRIPTION**

If there is over-subscription within the category, the Governors will give priority to children living closest to the school determined by shortest distance. Distances are calculated in metres on the basis of the shortest available walking route measured between the front door of the applicant's home address and the front door of the school. In a very small number of cases it may not be able to decide between the applicants of those pupils who are qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the governing body will arrange for the local authority to randomly select the child to be offered the final place.

**Note 1** – Children with a Statement of Special Educational Needs that names the school must be admitted. This will reduce the number of places available to other applicants.

**Note 2** – A brother or sister must be living at the same address, attending the school at the time of application and still attending the school at the time of admission. The definition of a brother or sister is:

- A brother or sister sharing the same parents;
- Half-brother or half-sister, where two children share one common parent;
- Step-brother or step-sister, where two children are related by a parent's marriage;
- Adopted or fostered children.

**Note 3** – The designated feeder schools for Christopher Whitehead Language College are:

Pitmaston Primary School	St Clements C E Primary School
Oldbury Park Primary School	Our Lady Queen of Peace RC Primary School
Dines Green Primary School	

**Note 4** – The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence. Documentary evidence may be required. Where care is split equally between mother and father, parents must provide supporting documentary evidence to prove that care is equally split.

**APPEALS** - Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may apply in writing to Chair of Governors. Appeals will be heard by an independent panel, co-ordinated by the Local Authority in the first instance.

**REPEAT APPLICATIONS** - Unless there are significant and material changes in the circumstances of a parent's application for their child or the school, the governors will not consider a repeat application in the same academic year.

**LATE APPLICATIONS** – Late applications for Intake received up to and including 29 January for High Schools may be treated as being on-time, only in the following circumstances:

1. Where a family have moved address after the closing date for on-time applications.
2. Where it is agreed by the governors that individual circumstances apply and the delay was reasonable, given the circumstances of the case.

**APPLICATIONS OTHER THAN THE NORMAL INTAKE TO Y7** – An application should be made to the local authority, using the correct form, who will need to consult with the school in the first instance.

**WAITING LISTS** – (Subject to changes in Regulations) Waiting lists for admission will remain open until the end of September and will then be discarded. Parents may apply for their child's name to be reinstated. The waiting list will be kept in admission criteria order.

**IN YEAR FAIR ACCESS POLICY** – Refer to the agreed policy with the LA for admission of previously excluded or hard to place children with note to the concern of overloading certain Year groups with disengaged / disaffected students.