



Waycroft Academy

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PAN: 60

NOR: 481

Waycroft Academy is a vibrant two form entry school for 2-11 year olds with spacious grounds. It is a large school with a small school ethos where children love to learn. Waycroft provides a broad and exciting curriculum which encourages all talents to be nurtured and which results in high standards being achieved year on year. As a 'Rights Respecting School' all adults and children understand the importance of valuing and inspiring each other within a stimulating, caring and friendly environment.

.....this remarkable school is outstanding in every respect'. Ofsted January 2007

Early in 2014 Waycroft Academy became Waycroft Multi Academy Trust and now manages Wicklea Academy in St. Anne's, Bristol and Woodlands Academy in Stockwood, Bristol. Woodlands, Wicklea and Waycroft Academies are run using the same curriculum planning, a 'Building Learning Power' approach to learning and a shared professional expertise across the schools. There are opportunities for pupils from all three schools to work together on different projects.

Waycroft Multi-Academy Trust
WAYCROFT ACADEMY
Policy for Admissions
2018 - 2019

Article 28

You have the right to a good quality education.
You should be encouraged to go to school to the
highest level you can.

RATIONALE:

Applications to attend Waycroft Academy are welcomed from all families.

The Governors of the School are responsible for their own Admission Policy and arrangements are in line with the Admissions Code of Practice and the Bristol City Council Coordinated Admissions Schemes.

TIMING OF ADMISSION

Pupils will normally be admitted at age four in the September of the school year during which they reach their fifth birthday. Parents have the right to defer their child's admission to the start of any subsequent

term up to and including the term after their child reaches the age of five, providing the offer of a place has been made and accepted during the normal admissions round.

TIMING OF APPLICATIONS

Bristol uses a standard Common Application Form for all schools **including academies** for children resident in Bristol. This is available from **early September 2017**.

The closing date for applications (which must be submitted to the Local Authority on the Common Application Form) will be **15th January 2018**.

Anyone wishing to apply for a Reception place at Waycroft Academy who does not live in Bristol must do so on their home authorities application form. Your LA will inform Bristol of your application.

By **26th March 2018** Bristol will inform **other authorities** of the initial outcome of applications from their residents

The LA will draw up a list of children who will be admitted to Waycroft Academy checking that parents are given their highest possible preference. If the Academy is oversubscribed Bristol will use the oversubscription criteria as specified later in this policy.

The LA will send offer letters to parents on **16th April 2018** on behalf of the Academy.

By **1st May 2018** parents or carers must have accepted or refused the offer of a place at Waycroft Academy by responding directly to the LA.

LA will exchange information with the academy and other LAs on late applications, on-time applications still seeking a place and places not accepted - (**From 1st May 2018**)

June & July 2018 onwards: appeals

Any change in preference received before the closing time and date will override all previous applications which will be withdrawn.

LATE APPLICATIONS

Applications received after the closing date given above will not be considered until all on-time applications have been assessed according to the priority criteria below.

OVER-SUBSCRIPTIONS CRITERIA FOR WAYCROFT ACADEMY

The admission number for each year of entry to the School is 60. This means that all applications will be agreed until the admission number is reached. If a year group is over-subscribed a set procedure will be followed to ensure places are allocated fairly.

The oversubscription criteria are as follows:

1. Children in public care, or those previously looked after or who have a Statement of Special Educational Needs or/and Education, Health and Care Plan that names the school.

Special Educational Needs

Children with a Statement of Special Educational Need/Education, Health and Care Plan follow the transfer arrangements set out in the SEN Code of Practice and associated regulations and are not subject to the general admission arrangements.

Other children without a Statement of SEN/Education, Health and Care Plan will be subject to the general admission arrangement.

2. Any children who have a brother or sister already at the school who will still be on roll in the September of the year of entry.

3. Tie-Breaks

Direct line distance from home to school will be used as a tie-break when there are more applicants than places and criteria 1 and 2 above have been implemented.

Distances will be measured in a straight line from the child's home address to the central point on the school's site.

Where two or more children live in a flat or other multi-home dwelling and it is not possible to determine which applicant lives closest to the preferred school as measured in a direct line from the building to the school; the available place(s) will be allocated by drawing lots.

SIBLING

Sibling refers to 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.

MULTIPLE BIRTHS

Waycroft Academy will maintain Infant Class sizes with a maximum of 30. If there are fewer available spaces than the number of children because of an application for twins, triplets etc. offers will be made for the elder/est child(ren) up to the PAN. However, the children will be offered an alternative school by the LA to which they can all/both be admitted.

PLEASE NOTE: HOME ADDRESS

The home address given on the application form must be the address where the child resides for most of the week with his or her parent or carer. Where a child has a joint address, then the address where the child Tax Credit is paid will be taken as the child's home address. Evidence may be required in this instance. IMPORTANT INFORMATION: False information will jeopardise your child's placement.

APPLICATIONS AT OTHER TIMES OF THE YEAR (IN-YEAR APPLICATIONS)

The Local Authority is responsible for co-ordinating all in-year admissions for Waycroft Academy. An application form will need to be completed for children wishing to apply after the normal admissions round, or for years other than Reception. This form must be completed and returned to the Local Authority. The Local Authority will forward any applications for the School to the Governing Body to consider against their oversubscription criteria. The Governing Body considers this within a required timescale and informs the Local Authority of the decision. The Local Authority will then inform the parent/guardian of the decision on behalf of the School. Parents/carers applying for places in an oversubscribed school will be informed of their right of appeal.

WAITING LISTS

Where a place at Waycroft Academy cannot be offered, parents/carers will be able to request that their child's name is placed on a waiting list.

Where an application is received the child's name will be retained on the Bristol Local Authority waiting list until the end of the academic year. If a place becomes available at the school, the place will be offered in accordance with the published oversubscription criteria and not the length of time a child's name has been on a waiting list. Names will be removed from the lists if requested or if the offer of a place that becomes available is not accepted. Positions on waiting lists may change due to new applications received.

Placing a child's name on a waiting list does not affect the parents' right of appeal against an unsuccessful application.

APPEALS PROCEDURE

Parents have a right of appeal to an independent panel against any decision made by the governors regarding the admission of their child.

Information about the appeal procedure will be provided where a place at Waycroft Academy has been refused.

Please read in conjunction with Bristol City Council Admissions Policies which give further information including:

- When the academy has the right to withdraw an offered place.

Contacts:

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school.admissions@bristol.gov.uk.