

The Westwood Academy
Admissions Policy 2023 - 2024



THE
WESTWOOD
ACADEMY

Date Local Governing Body Approval: 25th November 2021

THE WESTWOOD ACADEMY an academy and part of the Kenilworth Multi Academy Trust (“the MAT”). Whilst the MAT is the admission authority of the School, admission decisions are delegated to the Local Governing Body)

Admissions Policy 2023/2024

The admissions process is part of the Coventry Local Authority co-ordinated scheme.

The published admission number for the school year beginning in September 2023 is 157. Please note due to the higher demand for school places for 2022 entry, The Westwood Academy will offer up to 30 additional places as a temporary increase to their PAN for this year only. (187)

2023/2024 Oversubscription Criteria:

If there are more requests for a school place than there are places available within the school's admission number, places will be allocated in accordance with the following criteria and in the order shown below:

- 1 Children who, at the time of admission, are in the care of a local authority or are provided with accommodation by the authority (looked after children) and in addition, all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted, or became subject to a child arrangement order or special guardianship order.**

A looked-after child is defined in Section 22 of the Children Act 1989.

- 2. Children who live in the catchment area served by the school, who have a brother or sister attending the school provided that the brother or sister will be of compulsory school age and will continue to attend that school the following year**

The definition of brother or sister includes stepbrothers, stepsisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address.

- 3. Other children who live in the catchment area served by the school.**
- 4. Children living outside the catchment area with a brother or sister who currently attends the school, provided that the brother or sister will be of compulsory school age and will continue to attend the school the following year**
- 5. Children whose parent (or parents) are employed by The Westwood Academy and who have been so employed for two or more years at the time at which the application is made and/or they have been recruited to fill a vacant post for which there is a demonstrable skills shortage.**
- 6. Children by reference to the distance to the preferred school**

If it is not possible to meet all of the requests in any one of the categories described above, the school governors will prioritise the requests by reference to distance.

Brothers and Sisters

The Governors see the benefits of children from the same family attending the same school and give priority to brother and / or sister connections in its policy for allocating places. The definition of brother or sister includes stepbrothers, stepsisters, half-brothers, half-sisters and adopted brothers and sisters living at the same permanent address. However, where the school is oversubscribed no guarantee can be given that places will be available for brothers and sisters.

Where applications are received from families with multiple birth siblings (twins, triplets, etc.) every effort will be made to allocate places at the same school, including offering place(s) above the PAN wherever possible. Where that is not possible, parents/carers will be invited to decide which of the children should be allocated the available place(s).

Compulsory school age

Brothers and sisters are required to be of compulsory school age within the oversubscription criteria and still continue to attend the school the following academic year. This means they must be attending in Years 7 to 11 at the time that the applicant would be joining the school.

Distance

If it is not possible to meet all of the requests in any one of the categories described above, the Governors will prioritise the requests within that category by reference to distance. A straight-line measurement will be made, using a computerised mapping system, from the centre of the child's residence - to the centre of the preferred school site. The address used must be the child's permanent home address. The shortest measurement will have the highest priority. Where the final place in a year group can be taken by two or more children living an equal distance from the school, priority will be determined by the drawing of lots overseen by a person independent of the school and the MAT.

Home address

A pupil's home address is considered to be a residential property that is the child's only or main residence. At the time places are allocated, proof of permanent residence at the property concerned may be required. Where documentary evidence can substantiate to the satisfaction of the Governors that care is split equally between parents at two homes, parents must name the address to be used for the purpose of allocating a school place.

If a school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to withdrawal.

Catchment area

One of the aims of our school is to serve its neighbourhood and develop links with the local community to strengthen the school and the community. The area served by a school is known as the catchment area and details of our catchment area are available from the School (Admissions) Team and all catchment area streets can be viewed in Appendix 1 at the end of this policy.

Special Educational Needs

All children with an Education Health and Care Plan that name the school will be admitted before all other applicants and the number of available places under the PAN will reduce accordingly.

Admission of Children outside of their normal age group

Parents may seek a place for their child outside of their normal age group. The application will be considered alongside all other applications in accordance with The Westwood Academy's Admissions scheme. The school will consider a variety of factors when making this decision, including (but not limited to); size of year cohort and teaching groups, distribution and numbers of SEND pupils, health and safety requirements etc.

Consideration will be made on the circumstances of each case and the best interests of the child concerned. The school will take account of the parent or carers views, information about the child's academic, social and emotional development and where relevant their medical history and the views of a medical professional, whether they have previously been educated outside of their normal age group and whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

The school will also consider the views of the Head Teacher of the school. When informing a parent of their decision on the year group the child should be admitted to, the school will set out clearly the reasons for their decision. Where the application is refused the parent has a right to an appeal against the refusal of a place, unless the child has been offered a place in another year group in the school.

Late Applications

The closing date for applications in the normal admissions round is **31 October 2022**. After that date, the Local Authority will continue to receive applications but these will be considered to be late and may not be processed until after **1 March 2023**.

Appeals

Parents who wish to appeal against the decision to refuse their child a place in the school may apply to the School direct in the first instance. The school will arrange for appeals to be registered and heard by an independent appeal panel.

An independent panel will then hear appeals.

Waiting Lists

After the initial allocation of places on **1 March 2023**, the Governors in conjunction with the Local Authority will establish a waiting list and this will operate until 31st December 2023. Parents who wish for their children to continue to be considered for any places after the end of the autumn term must register their interest for the school via the Local Authority.

Fair Access Protocol

The Local Governing Body have adopted the LA policy for admission of previously excluded or hard to place children.

Applications outside the normal admissions round

An application must be made to the Local Authority who co-ordinate all such applications, and will notify applicants of the Governor decision. Applicants refused a place will be offered the right of appeal. Further information can be found on the School website with a link to the Local authority in year admissions pages.

Year 12

The published admission number for external candidates into Year 12 is 10 pupils.

Admission into the Sixth Form is dependent on students having the minimum academic qualifications.

Academic qualifications

A minimum of 6 x GCSE Grades at 4 or above including English Language or English Literature and Maths. Two of the 6 GCSE grades should be at grade 6 or above. Vocational Courses at Level 2 (BTEC or Cambridge National) will be equivalent to one GCSE course. Only 1 Vocational course will be allowed to count towards the entry profile of a student.

For certain subjects, there are additional specific requirements, which are set out in the 'Post 16 Subject Information Guide' on the school website.

2023/2024 Oversubscription Criteria:

The oversubscription criteria for Year 12 will be as for Years 7 – 11 (please see Page 2)

Year 12 – Initial Application Meeting

Each student who applies to the Sixth Form will have a meeting with the Director of Post 16 or a member of the School Leadership Team to discuss course options and academic requirements.

The process

For all candidates, final and firm offers can only be made upon receipt of examination results in August. There is no guarantee that a subject that has been advertised will run. Applicants should note therefore that admission is to the Sixth Form and not to study a particular course of study.

The school will keep a waiting list for students who still wish to attend The Westwood Academy Sixth Form, have met the entry requirements, but for whom there is no place due to oversubscription. The waiting list will be operated up to 31 December in the year of the offer.

Admission Appeals

If a place in the Sixth Form is refused, both parents and students have a statutory right of appeal to the Independent Appeal panel. Information about the admission appeal process is available from the School.

APPENDIX 1: Catchment Area by Street Name

- | | | |
|---|---|--|
| • Abberton Way | • Brambling Avenue (1 - 29 odd ex 13 & 2 - 28 even) | • Cloud Green |
| • Abercorn Road | • Bramston Crescent | • Coleby Close |
| • Ainsbury Road | • Bransford Avenue | • Collins Grove |
| • Alan Marcell Close (1 - 113 odd and 130 - 146 even) | • Brill Close | • Coniston Road |
| • Aldrin Way | • Broadwells Court | • Conway Avenue |
| • Alice Drive | • Broadwells Crescent | • Copeland Place |
| • Allen Hill Way | • Bronze View | • Copt Oak Close |
| • Allesley Old Road (1 - 181 odd and 2 - 200 even) | • Bullfield Avenue | • Crackley Lane |
| • Apple Way (1 - 15 odd and 2 - 10 even) | • Burnsall Grove | • Craven Street |
| • Applecross Close | • Burnsall Road | • Cromwell Lane (32 - 172 even and 47 - 123 odd) |
| • Arden Grove (1-36 con excl 13) | • Butterworth Drive | • Cryfield Grange Road (1 - 16 even up to City Boundary) |
| • Aston Road | • Canas Court | • Cryfield Heights |
| • Atherston Place | • Canley Road | • Curriers Close |
| • Bates Road | • Cannocks Lane | • Dalmeny Road |
| • Beechwood Avenue | • Cannon Close | • D'Aubeny Road |
| • Binns Close | • Cannon Hill Road | • De Montfort Way • Dilcock Way |
| • Blackthorn Close | • Cannon Park Road | • Dolomite Avenue |
| • Blanchfort Close | • Cassandra Close | • Dolphin Court (1 - 7) |
| • Bockendon Road | • Centenary Road | • Donegal Close |
| • Bott Road | • Chaffinch Road (1 - 11 odd & 2 - 10 even) | • Dormer Harris Avenue |
| • Bouchier Close (1 - 23 odd and 2 - 14 even) | • Chancellors Close | • Dorney Close |
| • Bradnick Place | • Charter Avenue including Mitchell House | • Downy Birch (1 - 8) |
| | • Cherry Tree Drive (1 - 79 and 161 - 171 odd and 2 - 162 even) | • Duggins Lane (6 - 18 even and 21 - 33 odd up to City Boundary) |

- Duke Street
- Earlsdon Avenue North (upwards 123 odd and upwards 162 even)
- Eastcotes
- Eastleigh Avenue
- Elm Walk (1 - 14)
- Evesham Walk
- Excelsior Road (1 - 5 odd & 2)
- Fairlands Park
- Falkland Close
- Farthing Walk
- Featherbed Lane (1 - 5 odd up to City Boundary)
- Fieldfare Way (1 - 31 odd ex13 & 2 - 32 even)
- Fife Road
- Fletchamstead Highway (2 - 66 even and 5 - 511 odd)
- Fletchworth Gate
- Florin Close
- Fordwell Close
- Founders Close
- Franklin Grove
- Freeburn Causeway
- Gerard Avenue
- Gibbet Hill Road
- Gilbert Horal Close
- Glebe Close
- Glenrosa Walk
- Goldcrest Walk (2 - 14 even)
- Gravel Hill
- Greenfinch Road (2 - 10 even and 1 - 9 odd)
- Grendon Close
- Greswold Close
- Guinea Crescent
- Hancock Green
- Harton Close (1 - 9 odd)
- Hathaway Road
- Hayton Green
- Hearsall Lane
- Heath Green Way
- Hedgefield Way
- Hemsby Close
- Henry Boteler Road
- Herald Avenue
- Heritage Court
- Heycroft
- Highgrove
- Highland Road
- Highwayman Croft
- Hilary Road
- Howcotte Green
- Hummingbird Avenue (2 - 18 even and 1 - 29 odds ex 13)
- Hunt Terrace
- Ingram Road
- Innis Road
- Ivy Farm Lane
- Ivy Walk
- Jacob Drive
- John Rouse Avenue
- Karlingford Close
- Kebull Green
- Kele Road
- Kenilworth Road (52 - 170 even only)
- Kilburn Drive
- Kingdom Avenue (1-63 odd excluding 13) & (2-14 even)
- Kingsland Avenue
- Kirby Corner Road
- Knights Templar Way
- Langwood Close
- Lapwing Place (1 - 35 odd ex 13 & 2 - 40 even)
- Leem Green
- Leeming Close
- Lesingham Drive
- Lichen Green
- Lilacvale Way
- Little Cryfield
- Lomsey Close
- Longwood Close
- Lord Street
- Lunar Close
- Lynbrook Road
- Lynchgate Road
- Maplebeck Close
- Maplin Close (1 - 3 odd and 2 - 16 even)
- Marina Close
- Maudslay Road
- Mayor's Croft
- Meadowcroft Close
- Merynton Avenue • Middlecotes
- Millburn Hill Road
- Milrose Way
- Mistle Court (1 odd & 2 - 54 even)
- Mitchell Avenue
- Moat House Lane
- Molay Close (1 - 17 odd, excluding 13 and 2 - 10 even)
- Monk's Field Close
- Montbard Close (1 - 3)
- Moreall Meadows
- Mount Street
- Nailcote Avenue

- Nailcote Lane
- Nickson Road
- Nightingale Lane
- Northfolk Terrace
- Old Mill Avenue
- Onley Terrace
- Orlescote Road
- Padstow Road
- Page Road
- Papenham Green
- Parbrook Close
- Park Wood Lane
- Pennant Avenue
- Penrose Close
- Penruddock Drive (Hidcote House, 1 - 19 odd, 4 - 18 & 24 - 30 even)
- Pershore Place
- Pilkington Road
- Plants Hill Crescent
- Pomeroy Close
- Poppyfield Court
- Porter Close
- Portway Close
- Poundgate Lane
- Preston Close
- Prior Deram Walk
- Queen Margaret's Road
- Queensland Avenue
- Raven Cragg Road
- Renfrew Walk
- Renown Avenue
- Rex Close
- Ridefort Close (1 to 23 odd, excluding 13 and 2 -16 even)
- Ridgeley Road
- Robert Cramb Avenue
- Robin Close (1 - 15 odd ex 13 & 2 - 26 even)
- Robert Mountford Way
- Rochester Road (upwards 26 even and upwards 29 odd)
- Rose Gardens (1-11 odd & 2-14 even)
- Rough Knowles Road
- Rushmoor Drive
- Russett Grove
- Ryton Close
- Salix Close (1 - 11 odd and 2 - 12 even)
- Sandringham Close
- Scarborough Way
- Sefton Road
- Sherriff Avenue
- Shultern Lane
- Silver Birch Avenue (1 - 31 odd and 2 - 20 even)
- Sir Henry Parkes Road
- Sir Thomas White's Road
- Sir William Lyons Road
- Skylark Street (2 - 24 even and 1 - 19 odd ex 13)
- Sorrel Close
- Southam Close
- Southleigh Avenue
- Squires Way
- Standard Avenue
- Stare Green
- Stareton Close
- Starling Close (2 - 6 even and 1 - 7 odd ex 13)
- Station Avenue
- Stoneleigh Avenue
- Sunnyside Close
- Swaledale
- Talbot Close
- Tanners Lane (7 - 87 odd only)
- Tawny Close (1 - 123 odd ex 13 & 2 - 20 even)
- Templar Avenue (45 - 55 odd)
- Templars Field
- Ten Shilling Drive
- The Arboretum
- The Cheviot
- The Galliards
- The Pines
- The Riddings
- The Shrubberies
- Thimbler Road
- Thomas Sharp Street
- Thruppence Close
- Tile Hill Lane (483 - 719 odd only)
- Timothy Grove
- Tocil Croft
- Toledo Close
- Torrington Avenue
- Torwood Close
- Treedale Close
- Tremelay Drive
- Trevor Close
- Turnstone View (1 - 35 ex 13)
- Tutbury Avenue
- University of Warwick
- Vanguard Avenue
- Walsall Street
- Wansfell Close
- Wedon Close
- Wendiburgh Street
- Westcotes

-
- Westwood Heath Road - from
Lodge Farm
 - Westwood Way
 - Whitchurch Way
 - Whitefield Close
 - William Kirby Close
 - William Lewis Walk (1-36 con)
 - Wilman Close (2 - 28)
 - Wolfe Road
 - Wood End Croft
 - Woodfield Road
 - Woodland Avenue
 - Woodleigh Road
 - Yarmouth Green

Signed: _____

Date: _____

PRINT NAME: _____

Chair of LGB – on behalf of Westwood LGB

Signed: _____

Date: _____

PRINT NAME: _____

DESIGNATION: _____

On Behalf of KMAT

