

# West Park School

## Determined Admissions Criteria 2017/2018

**The admission limit of the school will be 260\*.**

*\* Temporary variation. The school's PAN (admission limit) has been temporarily increased to 260 for the September 2017 admission intake as Derby City Council has approached the school to increase our admission number in view of increasing pupil numbers. The PAN will be reviewed for the September 2018 intake.*

When the school is oversubscribed, after the admission of pupils with an Educational Health Care Plan (EHCP) where the school is named in the EHCP, priority for admission will be given to those children who meet the criteria set out below, in order:

1. Children who are looked after or a child who was previously looked after and immediately after being looked after became subject to an adoption, residence or special guardianship order\*.
2. Those children residing in the normal area served by the school who have stated West Park as their preferred secondary school through the Common Application Form by the national closing date.
3. Those with a sibling currently attending the school or the sibling has attended the school within the last five years at the time of admission. Please request a Supplementary Information Form from the school. This form should be completed and returned to the school by the admissions closing date as stated below.
4. Children of all staff employed by the school where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. When Governors consider that there are medical grounds for admitting the pupil supported by a doctor's certificate.
6. Other children whose parents have requested a place.
7. Children whose parents did not request a place by the national closing date.

In categories 1 to 6, when choices have to be made between children satisfying the same criteria, we will give priority to the child living nearest the school, measured by a straight line. The line will be measured from the home address to the school using the National Ordnance Survey set points. For category 7, we will allocate places in the same order of priority as for categories 1 to 6. Where children in category 7 have the same priority, we will allocate places to those living nearest the school, measured by a straight line. The line will be measured from the home address to the school using the National Ordnance Survey set points.

**Closing Date:           The national closing date is 31<sup>st</sup> October.**

**Notifications:           Parents will be notified of the governors' decision on 1<sup>st</sup> March or the next working day.**

### Arrangements for admission and appeals against non-admission

The Governors receive applications each year from outside the normal area. These are considered carefully but only when the normal area has been satisfied. If you are outside the normal area and wish to apply to West Park you should indicate this on the Common Application Form. The Common Application Form is available from your child's school or home authority. It should be completed and returned by 31<sup>st</sup> October of the year prior to the pupil's admission.

For a September intake, the Governors' admissions panel will meet to consider applications on the basis of the above criteria. The Governors have to consider carefully each application before reaching a decision. That decision is transmitted to parents on the 1st March. If a child has been refused a place the letter will explain how the parents can appeal.

\*A looked after child is a child who is (a) in the care of a local authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).

Those who wish to express their right for their application to be considered under section 1 will be required to provide documentary evidence.

**Note:** A brother or sister must be living at the same address. Cousins are not classed as brothers or sisters.