

Wye School Admissions Policy (updated January 2016)

Wye School abides by the School Admissions Code and the School Admissions Appeals Code. In order to do this we ensure that arrangements for admission to the school are clear and fair and that they are as simple as possible.

Wye School is socially, academically and culturally inclusive and welcomes applications from all. We do not select students by ability or by faith. The school provides high quality education for boys and girls from the age of 11 to 19 years. Our aim is to ensure that boys and girls who join the school will be happy and successful in the unique academic, pastoral and cultural environment that we offer. Prospective students and their parents are offered the opportunity to visit the school before making an application for a place.

Kent County Council co-ordinates admissions arrangements for all schools in the Ashford area (the area closest to Wye) for entry into Year 7. Wye School has participated in this scheme for students joining the school from September 2014 onwards.

Year 7 Entry

The Published Admissions Number (PAN) for entry into Year 7 is 90. If fewer than 90 students apply for a place, then all will be admitted.

Special Educational Needs

All students with a Statement of Special Educational Need (SEN) or Education, Health and Care Plan (EHCP) which names Wye School will be admitted. As a result of this, the published admissions number will be reduced accordingly.

Oversubscription Criteria

The oversubscription policy for entry into Wye School in Year 7 ranks prospective students as follows, those ranked highest being offered places first.

1. Looked after children and previously looked after children.
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 (Section 22(1) of the Children Act 1989). A previously looked after child is one who immediately after being looked after became subject to an adoption, child arrangement, or special guardianship order.
2. Siblings
A brother or sister attending the school when the child starts. In this context, brother or sister means children who live as brother or sister in the same house including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. If siblings from multiple births (twins, triplets etc) apply for a school place and the school would reach its Published Admissions Number (PAN) after admitting one or more, but before admitting all of those siblings the school will offer a place to each of the siblings even if doing so takes the school over its PAN.

3. Health and Special Access Reasons

Medical/Health and Special Access Reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend Wye School. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social need means there is a demonstrable and significant need for their child to attend Wye School. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and the school.

4. Children who live nearer to Wye School than any other maintained non selective secondary school or academy

Children will be ranked according to the distance from their home to Wye School with those living closest being ranked highest. The distance is measured between the child's permanent address and the school in a straight line using Ordnance Survey address point data. Distances are measured from a central point within the child's home to the front gate of the school. The same address point on the school site is used for everybody. Distances will be measured in accordance with the practices set out in "Admission to Secondary School in Kent" booklet.

5. Children who live nearer to any other maintained non selective secondary school or academy than Wye School

Children for whom Wye School is not their nearest non selective secondary school or academy will be ranked according to the distance from their home to Wye School with those living closest being ranked highest. The distance is measured between the child's permanent address and the school in a straight line using Ordnance Survey address point data. Distances are measured from a central point within the child's home to the front gate of the school. The same address point on the school site is used for everybody. Distances will be measured in accordance with the practices set out in "Admission to Secondary School in Kent" booklet.

Tie breaking

If two or more children are ranked equally on any of the above criteria, random allocation will determine which child or children are offered places. In this case, a child or children's names will be randomly selected from a total list of tied applicants by someone unconnected with the school.

Waiting lists

If Wye School is oversubscribed on 1 March 2017, the names of pupils who have applied, but have not been offered places, will be included on a waiting list if their parents ask for this by 16th March 2017. Any places which become available will be offered to pupils who will be ranked according to the original oversubscription criteria. Those ranked highest will be offered places first. The school's waiting list will be re ranked, in line with the oversubscription

criteria, every time a child is added. Waiting lists will be maintained up to January following the start of the academic year and longer under request.

Appeals

There will be a right of appeal to an Independent Appeals Panel for unsuccessful applicants.

Children Taught Outside their Expected Year Group.

Requests for admission outside of the normal age group should be made to the Principal of Wye School as early as possible in the admissions round associated with that child's date of birth. This is to allow the school sufficient time to make a decision before the closing date. Parents are not expected to provide evidence to support their request for an out of year application, however where provided it must be specific to the child in question. This might include medical or Educational Psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede a school's ability to agree to the request. Parents should complete an application for the normal point of entry at the same time, in case their request is declined.

Supplementary Information

Entry to Year 7 in September of any year is made by completion of a 'Secondary Common Application Form' (SCAF). The process for admission in September 2017 is as follows:

- 1st September 2016 to 31st October 2016 – SCAFs returned to Local Authority. Parents are asked to specify up to four secondary school choices and to rank them in order of preference.
- January 2017 - Applicants' details received by Wye School for the applicants to be ranked according to the school's over subscription criteria.
- February 2017 - Ranked lists returned to Local Authority
- 1st March 2017 - Offers of places made to parents by email sent after 4pm
- 2nd March – 13th April 2017 – Appeals to be lodged by parents if necessary
- 2nd March – 15th March 2017 - Places must be accepted or declined.
- April 2017 onwards - Local Authority reallocates places that have become available using the schools' ranked waiting lists.
- 31st July 2017: Deadline for Schools' Adjudicator on contested decisions.

Please note that this admissions policy is subject to statutory consultation and therefore to change.

Ratified by LGB: Dec 2013

Reviewed: January 2016

Next review: January 2017

