



Starting secondary school in September 2018.

Westborough High School – a trust school for girls and boys aged 11-16 years.

Headteacher: Mrs J Napper

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### **A Specialist College for Business & Enterprise and the Arts**

- The governing body decides admission arrangements.
- The Published Admissions Number (PAN) for Year 7 places available for the 2018/19 school year will be 180.
- The PAN for all other year groups from September 2017 is 180.

**Oversubscription criteria** – if there are fewer applicants than there are places available, everyone who applies will be offered a place. When there are more applicants than there are places available there has to be a way of deciding which children are offered places. This is done by having admission criteria which are considered in strict order of priority:

1. Children in public care (looked after children) and children who were previously looked after.
2. Children who have a brother or sister attending from the same address at the date of admission (the sibling rule).
3. Children who attend one of the named feeder schools at the time of application:
  - Boothroyd Primary Academy
  - Carlton J & I School
  - Headfield CE (C) Junior School
  - Ravensthorpe CE Junior School
  - Westmoor Primary School
4. Children who live in the school's Priority Admission Area (PAA).
5. Children who live outside the school's PAA.

The school will admit children with Education, Health and Care Plans (EHC) where the school is named on the Plan.

#### **Notes:**

- a) The definition of a 'looked after child' is a person under the age of 18 who is provided with accommodation by a local authority, acting in its social services capacity, for a continuous period of more than 24 hours, by agreement with the parents or in accordance with section 22 of the Children's Act 1989. Previously looked after refers to those children who immediately after being looked after became subject to an adoption order, (under section 46 of the Adoption and



Children Act 2002), residence order (under Section 8 of the Children Act 1989), or specialist guardianship order (under Section 14A of the Children Act 1989). Children looked after under an agreed series of short term placements (respite care) are excluded.

- b) Children in priority 1 above may be admitted above the PAN.
- c) If we cannot agree to requests for admission in priorities 2 to 5 above without exceeding the PAN, we will give priority up to the PAN to children living nearest the school.
- d) Distance is measured in a straight line from a child's home address to the school. Measurements are calculated using six-figure national grid co-ordinates taken from the National Land and Property Gazetteer. The grid reference refers to a point that falls within the permanent building structure corresponding to the address. The boundary of the building structure for the address is from Ordnance Survey's MasterMap. For smaller, residential properties the grid reference marks a point near the centre of the building. For larger properties, like schools with, for example, multiple buildings and large grounds, the grid reference relates to a point inside the main addressable building structure. The distance calculated is accurate to within 1 metre.
- e) 'Live' means the child's permanent home at the date when applications close or, if a significant house move is involved, the latest reasonable date before the final allocation of places.
- f) A PAA means a geographical area determined by Kirklees in consultation with the governing body of the school. It is called this because children living there normally have priority for admission over children who live elsewhere. It is also referred to as the catchment area.
- g) Children with Education, Health and Care Plans (EHC) are admitted to mainstream schools, special units and special schools separately from the general admission policies published.

**Late applications** – Applications received after the appropriate closing date will be regarded as late unless we feel there are significant and exceptional reasons for the lateness. Proof of special circumstances will be required. Late applications are not considered until all on-time applicants have been allocated places. Forms submitted after the closing date due to a significant house move will be regarded as on-time if documentary evidence is provided to confirm the move is permanent and not easily reversible and the allocation process has not begun.

**Waiting lists** – The governing body will use the oversubscription criteria to rank unsuccessful applicants in a waiting list. The waiting lists will be held in admission criteria order.

**In-year admissions** – To apply for a place after the first school day in September 2018, please contact the school.