



STATIONERS' CROWN WOODS ACADEMY

A member of the Leigh Academies Trust

Executive Principal: Mr David Millar

Stationers' Crown Woods Academy (SCWA) Admissions Criteria for Entry in September 2017

SCWA plans to admit 270 students in Year 7 for the year 2017/18.

To apply for a place at SCWA, an applicant must apply through the home Local Authority, in accordance with the Co-ordinated Planned Admission scheme.

Consideration of applications

The governing body of SCWA will consider all applications for places. Where fewer applications are received than the agreed admissions number, the Academy will offer places to all those who have applied.

Notwithstanding this, SCWA may refuse admission to particular applicants in cases where fewer than the published admission number have applied. These are applicants who have been excluded from two or more other schools and the ability to refuse admissions runs for a period of two years from the last exclusion. Exclusions which took place before the child concerned reached compulsory school age, do not count for this purpose.

Procedures where the Academy is oversubscribed

If there are more applicants than places available, priority within each band will be given in the following order to:

(1) Looked after children or 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 (see definition in section 22(1) of the Children Act 1989). A previously looked after child is a child who was adopted, or subject to a residence order, or special guardianship order, immediately following having been looked after.

(2) Children who have a sibling (brother or sister) living at the same address who will be on roll at the Academy at the time of the child's admission.

This does not include students attending Post 16 studies. Sibling means a full, half or step-brother or sister.

(3) Acute Medical/Social Needs

The governing body will require written evidence in such cases from any relevant professional at the time of the application such as a letter from a qualified medical practitioner or social worker. This evidence must set out the particular reasons why SCWA is the most suitable school and the difficulties that would be caused if the child had to attend another school. In making their decisions, governors will consider advice offered by social workers, health visitors and other professionals.

(4) Other children

Distance from home to Academy is measured electronically using a computerised mapping system. This system measures a straight line from a single fixed point in the centre of the home address to the centre of the Academy. If more than one applicant lives in a multi-occupancy building (e.g. flats) priority will be given to the applicant whose door number is the lowest numerically and/or alphabetically. In the event that two or more applicants have equal right to a place under any of the above criteria, priority will be given to those who live nearer the Academy. Should two applicants live an equal distance from the school, the offer of a place will be decided by random allocation. The home address is considered to be where the child resides as their only or principal residence. Proof of liability for Council Tax will be required. If the child resides equally between both parents, the principal home address will be considered as being the address at which the child is registered whilst attending primary school, with a GP and, if applicable, the address of the parent who is in receipt of Child Benefit or Child Tax Credits for the child. For children who reside with a relative or carer other than a parent, a residence order or other court order will be required.

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Late Applications

SCWA follows Greenwich Local Authority's policy for late applications as stated in the booklet "Secondary Schools in Royal Greenwich".

In Year Admissions

Applicants applying for a place at SCWA need to apply direct to the Academy. The process regarding children admitted via Fair Access Panel will be in line with Greenwich Local Authority's published arrangements.

Waiting lists

Children's names are added to our waiting list, in the appropriate ability band, ranked in admission criteria order. As there are three ability bands, there are three waiting lists. If a place becomes available we will offer it to the next applicant on the waiting list in the appropriate ability band. If there are no applicants in that band, we will offer the place to the next applicant in an adjacent band, and so on. This process will continue until the end of August 2017.

From September 2017, ability bands will no longer apply for the waiting list. We will hold a single waiting list, in admission criteria order. Year 7 waiting lists will be maintained until the end of August 2018. To remain on the waiting list for the following academic year, an in-year admission application will need to be submitted.

Appeals

Parents/carers of the children who are not offered an Academy place have the right to appeal to an independent Appeal Committee under the 1998 School Standards and Framework Act. Parents wishing to appeal should obtain an appeal form from the Academy. The form should be sent to the Clerk to the Appeal Committee, c/o the Academy within 20 school days of the notification of the decision. Should some appeals be unsuccessful, the governing body will not consider further applications from those parents/carers within the same academic year unless there have been significant and material changes in the family's circumstances.