**New Invention Learning Academy**



**Admission Arrangements Year 3 to**

**Year 6 For the academic year 2024/25**

**These admission arrangements have been set in accordance with the School Admissions Code 2022**

**New Invention Learning Academy Mr Alan Pearson**

**Cannock Road Head Teacher**

**Willenhall**

**Walsall**

**WV12 5SA**

Updated in accordance with new Code. To be reviewed annually

**New Invention Learning Academy**

Admissions into Year 3 in New Invention Learning Academy:

| **Academy Name** | **Admission Number** |
| --- | --- |
| New Invention Learning Academy | 90 |

**2. Oversubscription criteria for community and voluntary controlled primary schools**

If there are more applications than there are places available, places will be allocated using the Oversubscription Criteria in the following order of priority:

1. Children in Care and all previous children in care, 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 because of being adopted. (See 3.1 below).
2. Pupils who have a sibling already in attendance at the school, or paired junior school when the application is made and who will be still attending the school at the proposed admission date (see 3.2 below);
3. Pupils for whom a place at the school is essential on medical or social grounds as supported in writing by a medical practitioner or a social worker. (Applications will be subject to verification by the Admissions & Education Sufficiency Manager) (see 3.3 below);
4. Attendance by the child at the relevant paired infant school, when the application is made (see 3.4 below);
5. Distance between the home address and the school is measured in a straight line with those living closer to the school receiving the higher priority (see 3.5 below).

If there is oversubscription in criteria 2 to 5, priority will be given to those living closest to the school as measured in a straight line.

**3. Explanatory notes for Oversubscription Criteria**

*3.1 Children in Public Care (looked after children) and previously looked after children including those who (appear to the Admission Authority) to have been in state care outside of England and have ceased to be in state care as a result of being adopted.*

Children who are in the care of a local authority or provided with accommodation by a local authority and previously looked after children who ceased to be looked after because they were adopted or became subject to child arrangement orders immediately following having been looked after as well as 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.

***3.2 Sibling***

A sibling is a child who resides at the same address as the child for whom a place is being requested and is one of the following:

A brother or sister sharing the same parents;

A half-brother or sister sharing one common parent;

A step-brother or sister (i.e. related by their parent’s marriage);

Any other child for whom it can be demonstrated that he or she is residing permanently at the same address (e.g. under the terms of a residence order).

***3.3 Social or medical factors***

If parents believe there are specific medical or social reasons for claiming priority for a child to attend a particular school, the relevant part of the application must be completed and evidence to support the claim must be submitted to the Local Authority.

Requests for such consideration will be subject to verification by the Admissions & Education Sufficiency Manager. This is necessary because parents will be asking the Authority to assess the child as having a stronger case than many other children, some of whom may live closer to the school.

***3.3a Medical Evidence***

Medical evidence must be submitted in writing from a medical practitioner and should state why the preferred school is the only school that can meet the child’s needs. This must relate to either the child or the parents, for example where the parent(s) or the child has a disability that may make travel to a school further away more difficult. Medical evidence, which relates to parent, will be considered in the following circumstances:

* Where the child lives with a single parent who has a medical condition or disability that may make travel to a school further away more difficult;
* Where the child lives with both parents and both parents have a medical condition or disability that may make travel to a school further away more difficult;
* Where a child lives with both parents and one parent has a medical condition or disability that may make travel to a school further away more difficult medical evidence may be considered if the other parent is unable to accompany the child on the journey to and from school because they are the sole carer for the other parent.

***3.3b Social Evidence***

Social evidence must be submitted in writing from an appropriate professional and should state why the preferred school is the **only school that can meet the child’s needs.**

**Please note that preferences are only given priority under the medical/social criterion in very exceptional cases where medical or social evidence clearly demonstrates that the preferred school is the only school which can meet the child’s needs.**

***3.4 Paired infant and junior schools***

The paired infant and junior school is:

**New Invention Infant School paired with New Invention Learning Academy**

***3.5 Distance***

Distance will be measured in a straight line from the centre point of the home address to the centre point of the school address using the Local Authority’s computerised measuring system with those living closer to the school receiving the higher priority.

***3.5a Definition of a home address***

The home address of a child is the permanent residence of a child in a residential property when the place is offered. The address must be the child’s only or main residence and is either:

* owned by the child’s parent(s) or guardian; or
* leased to or rented by the child’s parent(s), or guardian under lease or written rental agreement of not less than six months duration.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned. In certain circumstances the child’s current school will be asked to verify the address given.

Where parents have shared responsibility for a child and the child lives with both parents for part of the week, the main residence will be determined as the address where the child lives for the majority of the week. Parents may be requested to supply documentary evidence to support the address used for the application.

The offer of a place is based upon the address of the child when the offer is made. If a child is offered a place at an oversubscribed school the place may be withdrawn if it is found that the child moved (before the place was offered) to a new address, which was further away from the school, and the child would not have qualified for a place under the distance criterion.

If a family moves between the application and the date of offer, the Admissions & Education Sufficiency Team must be informed as soon as possible of these circumstances.

If the home address is a flat (or apartment) and there is more than one flat at the same address, priority will be given to applicants living at the lowest numbered flat on the lowest floor.

**Admission to a year group outside of a child’s chronological year group.**

Parents seeking a place for their child outside of their normal age group should make a request in writing to the Admissions and Pupil Place Planning Team, Walsall Council providing details of the reason for the request and supporting medical evidence or evidence from the child’s current Head Teacher if appropriate, and to New Invention Learning Academy.

Parents applying for mid year admission to a year group outside their child’s chronological age, at New Invention Learning Academy will also need to submit a mid year admission application to the New Invention Learning Academy.

When an application for admission to New Invention Learning Academy outside of a child’s normal age group is received, the Admissions Committee of the Trust (PLT) will make the decision on whether or not to grant the request based on the individual circumstances of the case.

Requests will only be approved in circumstances where it is in the best interests of the child to be educated outside of their chronological year group.

**Late Applications Policy for Primary Admission (Reception)**

The policy on late applications for New Invention Learning Academy is in line with the Admissions and Pupil Place Planning Team, Walsall Council, arrangements.

Preference Forms and, where appropriate, schools’ own Registration Forms, received after the Closing Date, are classed as late applications. Any request to change the name or ranking of a school made after the Closing Date will be classed as a late application.

Late applications will normally be considered for places after all the applications that were received by the Closing Date. Therefore, late applicants may be less likely to be offered a place at one of their preferred schools.

If a Walsall Preference Form is received after the closing date the application will be passed to the appropriate admission authority for consideration under its Late Application Policy. Each admission authority is required to publish its own Late Application Policy which explains how late applications will be dealt with.

**Late Applications received up to 4 weeks after the Closing Date**

Late applications received up to four weeks after the Closing Date may be considered as being on time but only where there are exceptional circumstances.

* Where the family were unable to complete the Walsall Preference Form by the Closing Date because they moved into the Borough of Walsall after the issue of the Walsall Preference Form
* The family were unable to comply with the admission timetable because of exceptional circumstances which prevented the Walsall Preference Form arriving on time
* When a single parent has been ill for some time.

**In these cases the circumstances must be given in writing at the time of application and attached firmly to the Walsall Preference Form: they will be subject to verification by the Admissions and Pupil Place Planning Team, Walsall Council.**

**Late Applications received more than 4 weeks after the Closing Date**

Applications for schools received more than 4 weeks after the Closing Date but before the Notification Date will be considered only after all other applications.

**Applications Received After the Notification Date (once places have been offered)**

Applications received after the notification date: a place will be offered at the highest ranked school if places are available. For Walsall residents, if a place is not available at any of the ranked schools a place will be offered by Walsall Council at the nearest alternative Walsall community or voluntary controlled school with vacant places and the child’s name will be added to the Waiting List for schools listed as preferences in admission criteria order.

**Waiting List Policy**

Waiting List will be maintained by New Invention Learning Academy in collaboration with Admissions and Pupil Place Planning Team, Walsall Council for mid-year admissions. Parents may enquire about their child’s position on the Waiting List by calling New Invention Learning Academy Office on 01922 710376 between the closing date for acceptances/refusals of places offered and 31st August 2024.

Children who are the subject of a direction by a local authority to admit to a school or who are allocated to a school in accordance with a Fair Access Protocol must take preference over those children on the waiting list.

Waiting Lists are kept for all children who have been refused a place at any school which was ranked higher than the school at which they have been offered a place, for example if a child is offered a place at the school that was ranked 2nd on the Walsall Preference Form, then the child’s name will only be placed on the waiting list for the school that was ranked 1st. If a child is offered a place at their first-choice school the child’s name will not be added to any waiting list kept for their other ranked schools.

After 25th April for Primary Admissions, a parent may contact the School or the Admissions and Pupil Place Planning Team, Walsall Council to apply for a place at an oversubscribed school. Their child’s name will be placed on the school’s waiting list in admission criteria order. Any vacancies will be offered based on the admission criteria for the school.

**Mid-Year Admissions Policy**

Applications for mid-year admission to all year groups should be made directly to New Invention Learning Academy.

Application forms are available from the School Office or website or from the Admissions and Pupil Place Planning Team, Walsall Council.

The Admissions Committee, established by the Trust Board, will make the decision, keeping a clear record of any application decisions for mid-year admissions. The Committee will aim for an outcome decision within 10 days of application receipt.

A decision will be provided to the parent or guardian within 15 school days of receipt of application, and decisions shared with the Local Authority within 2 school days.

If all places are full, the child's name will be put on the relevant waiting list, unless the parent(s) indicates otherwise.

Requests for availability of places from the Admissions and Pupil Place Planning Team, will receive a response within 2 school days.

**Waiting Lists**

Waiting lists for mid-year admission to all year groups will be maintained by the school and rolled over to subsequent years. Parents may enquire about their child’s position on the waiting list by contacting the school.

If a child is not offered a place, the parent will have the right of appeal to an independent appeal panel. Appeals will be held within a reasonable time – normally 30 school days of the appeal being lodged. Appellants will receive at least 10 school days’ notice of their appeal hearing.

Children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol will take precedence over those on the waiting list.



**Mid - Year Admissions Enquiry Information**

**Child details:**

| Name of Child |  |
| --- | --- |
| Child DOB  |  |
| Child’s gender |  |
| Child's current residing address |  |
| Reason for move |  |
| Any siblings (age if applicable) |  |
| Does the child have an EHCP? | YES | NO |
| If no, does the child have any additional needs? | YES | NO |
| Details of needs/support for the child |  |

**Current School details:**

| Current year group |  |
| --- | --- |
| Current school name  |  |
| Current school contact number  |  |
| Current school Head Teacher  |  |
| Does the current school know about the move? |  |
| Have you applied/enquired at any other school? |  |

**Parent details:**

| Name of parent  |  |
| --- | --- |
| Parent contact number |  |
| Parent email address |  |

**Additional details:**

|  |
| --- |

Please return this form to the school office.

Signed: ………………………………………………………………………………………..

Dated: ………………………………………………………………………………………….

Please print name: ……………………….………………………………………………