



## **Walsall Studio School Admissions Policy – 2018/19**

### **1. Introduction**

Walsall Studio School will support young people aged 14 – 19 to develop the skills they will need to gain employment or to progress to further study. The Studio School aims to address a current skills shortage amongst young people in the Walsall and surrounding area. Our aim is to support young people in this area to become work-ready: confident to succeed in the workplace or in running their own business in the future.

The admissions process for the Walsall Studio School is compliant with the School Admissions Code and the School Admissions Appeal Code, February 2012. This includes criteria for prioritising places if the school is oversubscribed. The Trust will also be responsible for the arranging and provision for any appeal against a refusal of a place in the school.

In order to apply to Walsall Studio School, parents/guardians are required to complete an online application form via the website: [www.walsallstudioschool.co.uk](http://www.walsallstudioschool.co.uk).

This document sets out the admission arrangements for 2018/19 and will be reviewed in each subsequent year to ensure that it continues to meet national criteria.

Admission numbers to Walsall Studio School for 2019/20 as set out below:

<b>Year Group</b>	<b>2019 / 20</b>
Year 10	55
Year 11	55
Year 12	95
Year 13	95
<b>Total</b>	<b>300</b>

We will consider all applications for places. Where fewer applications than the published admission number for any relevant age group are received, we will offer place to all those who have applied.



## 1. The Published Admission Number (PAN)

### a. Statement of Special Education Needs

(All students, pre and post 16, with a Statement of Special Educational Need that names the school will always be admitted).

### b. Year 10

The published admissions number (PAN) for the Walsall Studio School will be 55 pupils in Year 10. All applications for places will be considered. Where fewer applications than the published admission number are received, we will offer places to all those who have applied.

### c. Year 12

The school will provide 190 places for students aged 16+. 95 places will be available in year 12, the Year 12 capacity.

All Year 11 students at Walsall Studio School will be entitled to progress to Post 16 provision if they meet the minimum academic entry requirements. If fewer than 55 of the Studio School's own Year 11 pupils' transfers into year 12, additional external pupils will be admitted until year 12 meets its capacity of 95.

Details of progression criteria at 16+ will be available from the school. Both internal and external students wishing to enter post 16 provision at the school will be expected to have met the same minimum entry requirements.

In addition to the Post 16's minimum academic entry requirements students will need to satisfy minimum course requirements for which they are applying. If either internal or external applicants fail to meet the minimum course requirements they will be given the option of pursuing any alternative courses for which they do meet the minimum academic requirements.

As a minimum academic entry requirement, for all level 3 courses, students will be expected to have 4x 9-4 grades or equivalent at GCSE. Minimum course requirements will be published on Walsall Studio School website.

All Year 11 students at Walsall Studio School will be entitled to progress to Post 16 if they meet the minimum academic requirements.



## 2. The Oversubscription Criteria

### a. Year 10

In the case of oversubscription, places will be awarded using the following Admissions Criteria in order of priority:

#### 1. Looked After Children and Previously Looked After Child Criterion

Children in Public Care, (Looked after Children and Previously Looked after Young Children), will be given highest priority for admission to the school. Looked after children are children who are in the care of the local authority or provided with accommodation by the local authority. This also includes previously looked after children who were looked after, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.

#### 2. Distance Criterion

Remaining places will be allocated by distance as follows:

- i. 60% of remaining places will be allocated whereby priority is given to applicants that live within a three (3) mile radius of the school entrance at WS1 1RL otherwise referred to as the Inner Catchment Area.
- ii. 40% of remaining places will be allocated to applications outside a three (3) mile radius of the school entrance at WS1 1RL otherwise referred to as the Outer Catchment Area.
- iii. In the event of two applicants living exactly the same distance from the school, that is the distance between the home address\* and the school entrance at WS1 1RL, a tie-break through random selection will determine which pupil is admitted. This applies to both groups above and those applicants not admitted, should they wish, will be placed on the waiting list as detailed below. This random allocation process will involve the following:
  1. Using a random number generator each applicant will be electronically allocated a number within each category.
  2. Applicants will be randomly selected using an electronic system in order to decide which applicant should take priority in each category.
  3. Any subsequent places offered from the waiting list will be offered using a fresh round of the random allocation process. This will include applications that have been accepted after the closing date. The process will be supervised by a person that is independent of the Studio School. That person will check that each of the above stages is properly carried out.

*(\* Home address refers to the pupil's permanent home at the date of admission. Where a pupil lives with parents that have shared responsibility, it is for the parents to determine which address to use when applying for the school and proof of evidence of the permanent or main address may be requested. The measurement is taken using a PC software application).*



### **3. Waiting List Provisions**

If the school is oversubscribed, a waiting list, maintained by Walsall Studio School, will be held until the end of the first school term in the year of application.

The parent/guardian of any student will be able to request that his or her child's name be placed on the list following and unsuccessful application and failure of any appeal undertaken in accordance with school's appeal process. Parents/guardians may enquire about their child's position by contacting the school.

The school will write to the parent/guardian of a pupil on the waiting list at two points during the school year to request confirmation that they wish their child to remain on the waiting list: once at the start of the academic year in September and again in November. If no confirmation is received the pupil's name will be removed from the list.

The waiting list will be prioritised according to the school's oversubscription criteria, these are summarised above.

### **4. The Appeals Procedure**

Parents/guardians have the right to appeal to an independent appeal panel if a decision to refuse the admission of their child. Pupils have the right to appeal against a decision to refuse admission to post 16 provision. Walsall Studio School (The Mercian Trust) is responsible for arranging the admission appeal and will appoint an appeals panel in accordance with Section 1; Constitution of Appeals Panel, of the School Admission Appeals Code, February 2012.

Walsall Studio School (The Mercian Trust) shall prepare guidance for parents and relevant children about how the appeal process will work and provide them with a named contact who can answer any enquiries they may have about the process. The Trust will also set out a timetable for organising and hearing appeals, with at least 10 school days' notice of their hearing. The guidance and timetable will be published on the school's website.

If an unsuccessful applicant wishes to appeal against the decision, they should do so in writing to the following address. Appeals should be lodged within 20 days of the letter refusing the place.