

**Weston Infant and Junior Academy**  
**Admissions Policy**  
**(For Implementation from 1<sup>st</sup> September 2023)**

Weston Infant and Junior Academies welcome children from all backgrounds, faiths and those of no faith. The Governors of the Academy are committed to developing an inclusive school that reflects the diversity of the local community

As well as being an inclusive academy, the Infant school and Junior school have a distinctive ethos and character. All parents applying for a place at our Academy are asked to respect this ethos and its importance to the school community. It is hoped that all children who attend our Academies will actively participate in the life of the school.

**Admissions Process**

Parents wishing to apply for a place at Weston Federation can apply online at [www.stoke.gov.uk/admissions](http://www.stoke.gov.uk/admissions) **Paper forms are only available for late applicants or those with additional needs that preclude the use of the on-line system.**

The admission of pupils with an Education Health Care Plan (EHCP) are dealt with by a separate procedure. These children will be admitted to the Academy if our school is named on the EHCP and will be placed first. This is a statutory entitlement under S.324 of the Education Act 1996.

Children who attend Weston Infant Academy and apply for a place at Weston Junior Academy will be allocated a place before the oversubscription criteria operates.

The maximum number of children we can accept into Nursery and Reception each year is 60. If there are more applicants than places available within any oversubscription criteria, priority will be given to the applicants whose permanent address is closer to the Academy as measured by a straight line measurement, using GIS, the Governors, who are the admissions authority for the Academy, will operate the following oversubscription criteria:

- a) Children in care and children who ceased to be in care because they were adopted (or became subject to a child arrangements order or special guardianship order) as defined by the Children's Act 1989, 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 as a result of being adopted.
- b) Children living in the catchment area of the Academy, who (at the time of application) have an elder brother or sister in attendance at the Academy and who will still be attending at the proposed admission date.

Siblings are considered to be those children who live at the same address and either:

- Have one or both natural parents in common  
OR
- Are related by a parent's marriage or related by parents living as partners at this address  
OR
- Are adopted or fostered by a common parent  
OR
- Children not adopted, fostered or related by a parent's marriage or with one natural parent in common, who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.

We do not include cousins within our definition of siblings.

If a child lives with **parents with shared responsibilities**, each for part of the week, the 'home address point' will be the one at which the child is resident for the greatest part of the school week. Where this is equally shared, the home address point will be the one used when applying for child benefit.

- c) Children living within the catchment area of the academy.

- d) Children not living in the catchment area of the Academy, who (at the time of application) have an elder brother or sister in attendance at the Academy and who will still be attending at the proposed admission date. (see above definition of siblings)
- e) Other students arranged in order of priority according to how near their home address point is to the Academy. Distance is measured by straight line measurement from the home address point to the main gate of the school (West Street for the Infant Academy and Princess Drive for the Junior Academy) as measured by the Local Authority geographical information system.

**Appeals**

Parents who wish to appeal against the Governors' decision not to offer a place to their child, must do so by writing to the Local Education Authority Appeals Committee, Democratic & Committee Support, Democratic Services Division, City Director's Office, City of Stoke-on-Trent, Civic Centre, Glebe Street, Stoke-on-Trent, ST4 1HH. The Independent Appeals Panel must hear the appeal within 30 school days of its receipt and will notify parents of their decision within 5 working days:

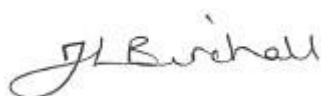
**In Year Admissions**

Admissions into year groups other than at the normal point of entry will be on an in year transfer application form, directly to the Academy and the allocation of places will be made in line with the above oversubscription criteria.

**Waiting List**

The Academy will maintain a waiting list until the end of each academic year. Applications for inclusion on this waiting list must be made directly to the Academy and these will be ranked according to our over-subscription criteria.

Signed



(Principal, Weston Federation)

Signed



(Chair of Governors, Weston Federation)

Date 1.3.22

**Revision History**

Version	Date	Comments	Review Date
1	2014		2018
2	November 2018 for implementation September 2020		Spring 2025 in preparation for September 2026
3	December 2019 for implementation September 2021		Spring 2026 in preparation for September 2027

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