

# Secondary Schools Admissions Arrangements 2025

## Closing date for applications: 31 October 2024

This document contains important information about how school places are offered in Birmingham. It also includes the home to school distance (cut-off distance) of the last child admitted to Birmingham schools at the time of offer, for entry in September 2022, 2023 and 2024 (where applicable). It is not possible to predict precise cut-off distances for 2025.

You can access the historic school offer information which includes a breakdown of offers as well as the cut-off distances (where relevant) for all the years that we hold the admissions data for on our website here: [Secondary school \(year 7\) historic offer information](#)

**There is no guarantee that the same admissions pattern will occur in 2025, but parents and carers should consider the information carefully when expressing their preferences for transfer to secondary school.**

Many separate boys' and girls' schools are not considered to be linked for the purposes of sibling claims (but please check the individual admissions arrangements for each of your preferred schools below for clarification).

Many schools do not class siblings that attend their sixth form as valid siblings for entry into Year 7 (but please check the admissions arrangements for each of your preferred schools below for clarification).

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy, oversubscription criteria and definitions please visit the school's own website, a link to the relevant website is provided at the bottom of each school's admissions arrangements.

1 mile = 1,609 metres

**All schools are day schools. There are no boarding schools.**

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In addition to this document please read the information available on our website at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) before completing your online preference form.

# ARCHBISHOP ILSLEY CATHOLIC SCHOOL

Victoria Road, Acocks Green, Birmingham, B27 7XY Tel: 0121 706 4200

[www.ilsley.bham.sch.uk](http://www.ilsley.bham.sch.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	210
DFE No:	330 4804

## How to make an In-Year application

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a supplementary information form for the school (SIF) which is available from the school office. The SIF must be returned to the school office. Both must be completed to be considered for a place.

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 781 preferences received ranking the school 1 – 6
- 2023 – 768 preferences received ranking the school 1 – 6
- 2024 – 731 preferences received ranking the school 1 – 6

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Statement

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with these admission arrangements.

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Board of Directors will give priority firstly to children who will have a brother or sister attending Archbishop Ilsley Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance.

For the purposes of this policy, parish boundaries are as shown on the Archdiocese of Birmingham parish boundary map which can be accessed at [www.birminghamdiocese.org.uk/boundary-map](http://www.birminghamdiocese.org.uk/boundary-map) and will be applied to the admission arrangements for the academic year 2025/2026.

## Oversubscription Criteria

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below)
2. Baptised Catholic children (see Note 2 below) currently attending a named feeder school (see Note 5 below).
3. Baptised Catholic children (see Note 2 below) currently living in the parish area of a named Catholic feeder school who are not currently attending the named Catholic feeder school (see note 5 below).
4. Other Baptised Catholic children (see note 2 below).
5. Non-Catholic children who are looked after or previously looked after (See Note 3 below).
6. Non-Catholic children currently attending a named feeder school (see note 5 below).
7. Other non-Catholic children.

### Note 1

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

### Note 2

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this may affect the criteria that your child is placed into, which may affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### Note 3

A "looked after child" has the same meaning as in section 22(1) of the Children Act 1989 and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making the application to the school. A "previously looked after child" is a child who was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the Local Governing Body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

#### **Note 4**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents' marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

#### **Note 5**

The named feeder schools for Archbishop Ilsley Catholic School are:

- Corpus Christi
- English Martyrs
- Holy Souls
- Our Lady of Lourdes
- St Ambrose Barlow
- St Bernard's
- St Cuthbert's
- St Thomas More

#### **Note 6**

Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate of the school on Victoria Road. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child's home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Local Governing Body, will use a computerised system to randomly select the child to be offered the final place.

The Local Governing Body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the Local Governing Body that the child lives at the address put forward by the parents.

The Local Governing Body reserves the right to withdraw the offer of a place or, where a



child is already attending the school the place itself, where it is satisfied that the offer or place was obtained by deception.

### **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Local Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Local Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Local Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Local Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn, and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Local Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **APPEALS**

Parents who wish to appeal against the decision of the Local Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of the Local Governing Body at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Local Governing Body have offered a place in the normal age group instead.

### **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Local Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

## **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

## **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

## **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at Archbishop Ilsley Catholic School but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the last day of the summer term 2026 and will then be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a named feeder school (see Note 5 above) who have not been offered a place in the school by the beginning of the Autumn term 2025 will be re-ranked to take into account that they will no longer be attending that feeder school from 1<sup>st</sup> September 2025. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1<sup>st</sup> September 2025.

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

## **IN YEAR FAIR ACCESS PROTOCOL**

The Local Governing Body of Archbishop Ilsley Catholic School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Local Governing Body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Local Governing Body has this power, even when admitting the child would mean exceeding the published admission number.

## **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website at [www.ilsley.bham.sch.uk/admissions](http://www.ilsley.bham.sch.uk/admissions).

To apply for a place at Archbishop Ilsley Catholic School in-year, parents will be required to complete Birmingham Local Authority's [In-Year Application Form](#) and return it directly to the school, ensuring that any required supplementary information is also attached.

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Board of Director's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

### **ADMISSION TO THE SIXTH FORM**

The school operates a sixth form for a total of 200 pupils. 100 places overall will be available in Year 12. Whilst the external admission number is 20, if fewer than 80 of the school's existing pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 100.

Applications for the Sixth Form should be made directly to the school using the application form available from the school [www.ilsley.bham.sch.uk/applynow](http://www.ilsley.bham.sch.uk/applynow) Completed application forms must be returned to the school by 1<sup>st</sup> March.

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These are a grade 5 at GCSE in each of the A Levels you wish to take.

When Year 12 is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted or permitted to progress.

When there are more external applicants that satisfy any academic entry requirements priority will be given in accordance with the oversubscription criteria set out below.

Where there is space in Year 13, i.e. where there are few than 100 pupils in the year group, the school will admit additional pupils up to this number using the oversubscription criteria set out below.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Local Governing Body will give priority firstly to children who will have a brother or sister (see Note 4 above) attending Archbishop Ilsley Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 above).

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

### **OVERSUBSCRIPTION CRITERIA FOR SIXTH FORM**

1. Baptised Catholic children (see Note 2 above) who are looked after or previously looked after (see Note 3 above).
2. Other Baptised Catholic children (see Note 2 above).
3. Non-Catholic children who are looked after or previously looked after (see Note 3 above)
4. Other Non-Catholic children.

**Note:** Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate of the school on Victoria Road.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ARENA ACADEMY**

Beeches Road, Great Barr, Birmingham B42 2PY Tel: 0121 360 4242

[www.arena-birmingham.academy](http://www.arena-birmingham.academy)

Type: Academy  
Age range: 11–16  
Published Admission Number: 180  
DFE No: 330 4031

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 550 preferences received ranking the school 1 – 6. Last child admitted lived 2464 metres from the school
- 2023 – 494 preferences received ranking the school 1 – 6. Last child admitted lived 4869 metres from the school
- 2024 – 495 preferences received ranking the school 1 – 6. Last child admitted lived 1512 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

The school is mixed, and pupils are admitted without reference to ability or aptitude.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

- a) Looked after or previously looked after children.
- b) Children with a brother or sister already at the school who will still be in attendance in September of the academic year of the sibling joining the school.
- c) Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main school gate on Beeches Road. The Local Authority uses a computerised system which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the School.

### **Looked after or previously looked after children**

A 'looked after child' or a child who was previously looked after but immediately after being

looked after became subject to an adoption, child arrangement order, or special guardianship order. 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 the definition in Section 22(1) of the Children Act 1989). In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

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 will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). These children are referred to as internationally adopted previously looked after children – “IAPLAC”. Evidence will be required from the carer confirming that their child meets the above criteria in accordance with the DfE’s non-statutory guidance on the admission of IAPLAC.

### **Siblings**

Siblings (brothers or sisters) are considered to be those children who live at the same address and either: i. have one or both natural parents in common; or ii. are related by a parent’s marriage; or iii. are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or 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.

### **Distance**

Distances are calculated on the basis of a straight-line measurement between the applicant’s home address and the main school gate on Beeches Road. The Local Authority uses a computerised system which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant’s home address and the address of the school.

### **Shared Responsibility**

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

### **Final Qualifier**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats.

If there is no other way of separating the application according to the admissions criteria, and to admit both or all of the children would cause the Published Admission Number for the child’s year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place. In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.

### **Waiting Lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child’s waiting list position during the year could go up or down. Any applicants will be added to the school’s list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **In-Year Applications**

Applications made outside the normal admissions round (in-year admissions) should be made directly to the school. Parents/carers can apply for a place for their child at any time and to any school. The application form can be obtained from Birmingham Local Authority's website: [In-Year Admissions](#)

The school will notify parents of the decision in writing within 15 school days and will notify the local authority of both the application and its outcome to allow the Local Authority to keep up to date with figures on the availability of school places in Birmingham.

### **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

[www.gov.uk/government/publications/summer-born-children-school-admission](http://www.gov.uk/government/publications/summer-born-children-school-admission)

### **Fair Access**

The Governing Body of this Academy is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the

normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main School gate on Beeches Road.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ARK BOULTON ACADEMY**

Golden Hillock Road, Sparkhill, Birmingham, B11 2QG Tel: 0121 773 8156

[www.arkboulton.org](http://www.arkboulton.org)

Type:	Academy
Age range:	11–16
Published Admission Number:	180
DFE No:	330 4013

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022 this school received more applications than there were places available. In 2023 and 2024 all applicants were offered.

- 2022 – 749 preferences received ranking the school 1 – 6. Last child admitted lived 2735 metres from the school
- 2023 – 708 preferences received ranking the school 1 – 6. All applicants offered
- 2024 – 708 preferences received ranking the school 1 – 6. All applicants offered

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription criteria**

Where fewer applications are received than places available, the academy will offer places to all those who have applied. If the number of applications for admission to the academy is greater than the PAN, applications will be considered against the criteria and order set out below:

If the number of applications received for any phase or year group is greater than the number of spaces available, places will be allocated according to the oversubscription criteria and order below.

- i. 'Looked After Children and children who have previously been a 'Looked After Child' but immediately following this became subject to adoption, a child arrangements order or special guardianship order, including those who appear (to Ark Schools) to have been in state care outside of England and ceased to be in state care as a result

of being adopted.

- ii. Children of staff at the school where the member of staff has been recruited to a post where there is a demonstrable skill shortage. Ark Schools must approve the Principal's assessment process and designation of such posts to confirm the staff members' eligibility under this criterion. Priority will be limited to one place for each form of entry in any year (i.e. 6 places in each 6-form year group).
- iii. Children who, at the time of admission, have a sibling who attends the school. For this purpose, "sibling" means a whole, half or step-sibling or an adopted child resident at the same address.
- iv. Children of staff in the school who have been employed at the school for two or more years at the time the application is submitted. Ark Schools must approve the Principal's decision to allocate places to staff under this criterion. Priority will be limited to one place for each form of entry in any year (i.e. 6 places in each 6-form year group).
- v. Distance measurement – Priority will be given to those children who live closest to the school.  
The Local Authority measures distance on behalf of Ark Schools. Birmingham City council use Ordinance Survey Data to calculate **straight line distance** between the child's home and the main entrance to the school.  
  
**PLEASE NOTE:** A child's home will be the address at which the child normally resides, and which has been notified to relevant agencies (e.g. the Local Authority) as being the child's normal place of residence. Where a child lives normally during the school week with more than one parent at different addresses, the permanent home address for the purposes of school admissions will be the one where the child spends the majority of school nights Monday–Friday.
- vi. **Tie breaker:** If Ark Schools is unable to distinguish between applicants using the published oversubscription criteria, places will be offered via a random draw which will be supervised by someone independent of the school.
- vii. In the case of multiple births or siblings in the same year group, where there is only one place available in the school, all will be considered together as one application.

### **'In-Year' Application Process**

- i. The 'In-Year' application process is relevant to applications for places in any year group that does not have a PAN (e.g. Years 8 - 11), starting at the beginning of the academic year or for any year group starting at any other point throughout the academic year.
- ii. The Local Authority holds information on which schools in their area have spaces for each year group. Contact Birmingham City Council via the link below for further information.  
  
[https://www.birmingham.gov.uk/info/20119/school\\_admissions](https://www.birmingham.gov.uk/info/20119/school_admissions)
- iii. In-year applications to Ark Boulton Academy can be submitted at any time and are made through the local authority. Parents will be notified of the outcome of any in-year application within 15 school days.

The In-Year application form can be accessed through the link below.

[https://www.birmingham.gov.uk/info/20119/school\\_admissions/587/in-year\\_school\\_admissions](https://www.birmingham.gov.uk/info/20119/school_admissions/587/in-year_school_admissions)

- iv. If an in-year application is refused the child will be added to the waiting list for that year group. A child's position on the waiting list will be determined solely according to the oversubscription criteria in this policy. See section 4 for the oversubscription criteria and section 6 for more information on waiting lists.



- v. If an In-Year application has been refused, the parent/carer has the right to appeal the decision to an Independent Appeals Panel. For detailed information about the appeals process see section 7 of this policy.
- vi. **Fair Access Protocol:** Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced, vulnerable children are offered a place at a suitable school as quickly as possible. The school complies with Birmingham city council's Fair Access Protocol. Admissions under Fair Access Protocol are discussed between the school and Local Authority on a case-by-case basis. This may mean admitting children above the PAN.

### Waiting Lists

- i. Any child refused a place at the school will automatically be put on a waiting list (unless a higher preference school has been offered.) A waiting list will be maintained until the end of the academic year after which it will be cleared.
- ii. The waiting list is maintained in the order of the oversubscription criteria only (not application date). This means that names can move down the list if, e.g. someone moves into the area and is higher placed under the oversubscription criteria.
- iii. Parents/carers have the right to request their child is removed from the waiting list at any time. Once removed, the child cannot be reinstated on the waiting list without submitting a new application.
- iv. If a place becomes available it will be allocated to the first child on the waiting list, in accordance with the oversubscription criteria. If that offer is declined the place will be offered to the next child on the waiting list.

### Unsuccessful Applications and the Appeals Process

- i. All applicants who have applied for a Secondary place at the school and been refused have a right to appeal that decision to an Independent Appeal Panel.
- ii. Applicants will be informed in writing of the school's decision to refuse their application. This letter will include;
  - a) The reason a place was refused (e.g. no available places)
  - b) Information about the waiting list
  - c) Information about the right to appeal
  - d) The deadline for submitting an appeal
  - e) Contact details for making an appeal
- iii. Full details on the appeals process, timetable and an appeals booklet for parents is available on the school website, see link below.  
  
<https://arkboulton.org/>
- iv. The deadline for submitting an appeal will be at least **20 school days from the date of notification that an application was unsuccessful**. Appeals received after this date are subject to different timeframes and exact deadlines will be provided in the letter from the school. This deadline applies to 'normal round' and 'in-year' applications.
- v. Appeals are submitted to Ark Schools via an online form which is available through the school website or from the school.
- vi. The decision of the Independent Appeal Panel is binding on all parties.

### Applications Out-of-Chronological Age Group

- i. Parents/carers may choose to seek a place for their child outside of their chronological age group for a variety of reasons (e.g. the child is summer born, is considered gifted and talented or has experienced problems such as ill health).
- ii. The decision to admit a child out-of-year group is uncommon and will always be made on the basis of the unique circumstances for each specific case and what is best for that individual child. The decision will be made by the Principal of the school and will take into account parents'/carers' views, expert advice from relevant social, educational and medical professionals, whether the child has previously been educated out of their normal age group, any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely and the long-term impact of the decision on the child.
- iii. Applications for a child to be admitted to a year group outside of their chronological age group should be made through the same process set out in this policy for both 'normal round' and 'in-year' applications. However, in addition to the standard application form **further documentation should be provided to support the request for a place out of chronological year group**. This applies regardless of whether it is for a higher or lower year group.
- iv. The Principal may request additional information after the submission of an application for an out-of-year group place, if necessary.
- v. Each application will be considered on the individual circumstances of each case. Applicants will be notified in writing of the decision, including the reasons for it.
- vi. Unsuccessful applicants have the right to appeal if they are refused a place at the school. However, this right does not apply if they are offered a place at the school but it is not in their preferred age group.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main entrance to the school building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ARK KINGS ACADEMY**

Shannon Road, Kings Norton, Birmingham, B38 9DE Tel: 0121 459 4451

[www.arkkingsacademy.org](http://www.arkkingsacademy.org)

Type:	Academy
Age range:	4–18 (All through School)
Published Admission Number:	120*
DFE No:	330 4001

\*ARK Kings Academy has 90 places available to external applicants and 30 places available internally (those children currently on roll in Year 6 in 2024) for Year 7 in September 2025.

The 30 children on roll in Year 6 (at ARK Kings Academy will automatically transfer to Year 7. **It is important that parent/carers of pupils already on roll in Year 6 at the school that wish to apply for other schools using the LA online application please DO NOT include ARK Kings**

**as a preference.** As this is a wasted preference as your child will automatically move up from Year 6 to Year 7 in September 2025.

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 all applicants were offered a place.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Ark Schools is a Multi-Academy Trust and is the admissions authority for all schools in the Ark network, including Ark Kings Academy. Ark Schools, in accordance with its funding agreement, is responsible for the admissions policy of each school and co-ordinates with the relevant Local Authority for the administration of admissions applications. For Ark Kings Academy the relevant Local Authority is Birmingham City

The academy has an agreed PAN of 90\* pupils in Year 7.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription criteria**

If the number of applications received for any phase or year group is greater than the number of spaces available, places will be allocated according to the oversubscription criteria and order below.

- i. 'Looked After Children and children who have previously been a 'Looked After Child' but immediately following this became subject to adoption, a child arrangements order or special guardianship order, including those who appear (to Ark Schools) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- ii. Children of staff at the school where the member of staff has been recruited to a post where there is a demonstrable skill shortage. Ark Schools must approve the Principal's assessment process and designation of such posts to confirm the staff members' eligibility under this criterion. Priority will be limited to one place for each form of entry in any year (i.e. 3 places in each 3-form year group).
- iii. Children who, at the time of admission, have a sibling who attends the school. For this purpose, "sibling" means a whole, half or step-sibling or an adopted child resident at the same address.
- iv. Children of staff in the school who have been employed at the school for two or more years at the time the application is submitted. Ark Schools must approve the Principal's decision to allocate places to staff under this criterion. Priority will be limited to one place for each form of entry in any year (i.e. 3 places in each 3-form year group).
- v. Distance measurement – Priority will be given to those children who live closest to the school.  
The Local Authority measures distance on behalf of Ark Schools. Birmingham City Council use Ordinance Survey Data to calculate **straight line distance** between the

child's home and the main entrance to the school.

**PLEASE NOTE:** A child's home will be the address at which the child normally resides, and which has been notified to relevant agencies (e.g. the Local Authority) as being the child's normal place of residence. Where a child lives normally during the school week with more than one parent at different addresses, the permanent home address for the purposes of school admissions will be the one where the child spends the majority of school nights Monday–Friday.

- vi. **Tie breaker:** If Ark Schools is unable to distinguish between applicants using the published oversubscription criteria, places will be offered via a random draw which will be supervised by someone independent of the school.
- vii. In the case of multiple births or siblings in the same year group, where there is only one place available in the school, all will be considered together as one application.

### **'In-Year' Application Process**

- i. The 'In-Year' application process is relevant to applications for places in any year group that does not have a PAN (e.g. Years 1 - 6 or Years 8 - 11), starting at the beginning of the academic year or for any year group starting at any other point throughout the academic year.
- ii. The Local Authority holds information on which schools in their area have spaces for each year group. Contact Birmingham City Council via the link below for further information.  
[https://www.birmingham.gov.uk/info/20119/school\\_admissions](https://www.birmingham.gov.uk/info/20119/school_admissions)
- iii. In-year applications to Ark Kings Academy can be submitted at any time and are made directly to the school. Parents will be notified of the outcome of any in-year application within 15 school days.

The In-Year application form can be accessed through the link below.

<https://arkkingsacademy.org/>

- iv. The school will inform the Local Authority of any In-Year applications received, as well as the outcome, so that they can track vacancies across the area.
- v. If an in-year application is refused the child will be added to the waiting list for that year group. A child's position on the waiting list will be determined solely according to the oversubscription criteria in this policy. See section 4 for the oversubscription criteria and section 7 for more information on waiting lists.
- vi. If an In-Year application has been refused, the parent/carer has the right to appeal the decision to an Independent Appeals Panel. For detailed information about the appeals process see section 8 of this policy.
- viii. **Fair Access Protocol:** Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced, vulnerable children are offered a place at a suitable school as quickly as possible. The school complies with Birmingham City Council's Fair Access Protocol. Admissions under Fair Access Protocol are discussed between the school and Local Authority on a case-by-case basis. This may mean admitting children above the PAN.

### **Waiting Lists**

- i. Any child refused a place at the school will automatically be put on a waiting list (unless a higher preference school has been offered.) A waiting list will be maintained until the end of the academic year after which it will be cleared.

- ii. The waiting list is maintained in the order of the oversubscription criteria only (not application date). This means that names can move down the list if, e.g. someone moves into the area and is higher placed under the oversubscription criteria.
- iii. Parents/carers have the right to request their child is removed from the waiting list at any time. Once removed, the child cannot be reinstated on the waiting list without submitting a new application.
- iv. If a place becomes available it will be allocated to the first child on the waiting list, in accordance with the oversubscription criteria. If that offer is declined the place will be offered to the next child on the waiting list.

### **Unsuccessful Applications and the Appeals Process**

- i. All applicants who have applied for a Primary, Secondary or Sixth Form place at the school and been refused have a right to appeal that decision to an Independent Appeal Panel.
- ii. Applicants will be informed in writing of the school's decision to refuse their application. This letter will include;
  - a) The reason a place was refused (e.g. no available places)
  - b) Information about the waiting list
  - c) Information about the right to appeal
  - d) The deadline for submitting an appeal
  - e) Contact details for making an appeal
- iii. Full details on the appeals process, timetable and an appeals booklet for parents is available on the school website, see link below.  
  
<https://arkkingsacademy.org/>
- iv. The deadline for submitting an appeal will be at least **20 school days from the date of notification that an application was unsuccessful**. Appeals received after this date are subject to different timeframes and exact deadlines will be provided in the letter from the school. This deadline applies to 'normal round' and 'in-year' applications.
- v. Appeals are submitted to Ark Schools via an online form which is available through the school website or from the school.
- vi. The decision of the Independent Appeal Panel is binding on all parties.

### **Applications Out-of-Chronological Age Group**

- i. Parents/carers may choose to seek a place for their child outside of their chronological age group for a variety of reasons (e.g. the child is summer born, is considered gifted and talented or has experienced problems such as ill health).
- ii. The decision to admit a child out-of-year group is uncommon and will always be made on the basis of the unique circumstances for each specific case and what is best for that individual child. The decision will be made by the Principal of the school and will take into account parents'/carers' views, expert advice from relevant social, educational and medical professionals, whether the child has previously been educated out of their normal age group, any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely and the long-term impact of the decision on the child.
- iii. Applications for a child to be admitted to a year group outside of their chronological age group should be made through the same process set out in this policy for both 'normal round' and 'in-year' applications. However, in

addition to the standard application form **further documentation should be provided to support the request for a place out of chronological year group**. This applies regardless of whether it is for a higher or lower year group.

- iv. The Principal may request additional information after the submission of an application for an out-of-year group place, if necessary.
- v. Each application will be considered on the individual circumstances of each case. Applicants will be notified in writing of the decision, including the reasons for it.
- vi. Unsuccessful applicants have the right to appeal if they are refused a place at the school. However, this right does not apply if they are offered a place at the school but it is not in their preferred age group.

**Note** Distances are calculated on the basis of a straight-line measurement from the applicant's home address and the main entrance of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ARK ST ALBANS ACADEMY**

Conybere Street, Highgate, Birmingham, B12 0YH Tel: 0121 446 1300

[www.arkstalbans.org](http://www.arkstalbans.org)

Type:	Academy
Age range:	11–18
Published Admission Number:	120
Sixth Form: Year 12 (external admissions):	5
DFE No:	330 6908

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 717 preferences received ranking the school 1 – 6. Last child admitted attended a feeder school
- 2023 – 581 preferences received ranking the school 1 – 6. Last child admitted attended a feeder school
- 2024 – 422 preferences received ranking the school 1 – 6. Last child admitted attended a feeder school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription criteria

If the number of applications received for any phase or year group is greater than the number of spaces available, places will be allocated according to the oversubscription criteria and order below.

- i. 'Looked After Children' and children who have previously been a 'Looked After Child' but immediately following this became subject to adoption, a child arrangements order or special guardianship order, including those who appear (to Ark Schools) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- ii. Children of staff at the school where the member of staff has been recruited to a post where there is a demonstrable skill shortage. Ark Schools must approve the Principal's assessment process and designation of such posts to confirm the staff members' eligibility under this criterion. Priority will be limited to one place for each form of entry in any year (i.e. 4 places in each 4-form year group).
- iii. Children who, at the time of admission, have a sibling who attends the school. For this purpose, "sibling" means a whole, half or step-sibling or an adopted child resident at the same address.
- iv. Children currently attending, and who have been attending one of the following named feeder primary schools for at least one year:
  - **Ark Tindal Primary Academy, Tindal Street, Birmingham, B12 9QS (URN: 138397)**
  - **Christ Church CofE Primary, Claremont Road, Birmingham, B11 1LF (URN: 103397)**
  - **St Thomas' CofE Primary, Great Colmore Street, Birmingham, B15 2AT (URN: 103419)**

**PLEASE NOTE:** If there are more applications under this criterion than there are places available, admission of pupils will be on the basis of proximity to the school using straight-line measurement from the main entrance of the academy to the entrance of the child's home.

- v. Children of staff in the school who have been employed at the school for two or more years at the time the application is submitted. Ark Schools must approve the Principal's decision to allocate places to staff under this criterion. Priority will be limited to one place for each form of entry in any year (i.e. 4 places in each 4-form year group).
- vi. **For the sixth form only;** applicants who meet the entry requirements and who attend Ark Boulton Academy, Golden Hillock Road, Birmingham, B11 2QG (URN: 140014) or Ark Kings Academy, Shannon Road, Birmingham, B38 9DE (URN: 137578).
- vii. Distance measurement – Priority will be given to those children who live closest to the school.

The Local Authority measures distance on behalf of Ark Schools. Birmingham City Council use Ordinance Survey Data to calculate **straight line distance** between the child's home and the main entrance to the school.

**PLEASE NOTE:** A child's home will be the address at which the child normally resides and which has been notified to relevant agencies (e.g. the Local Authority) as being the child's normal place of residence. Where a child lives normally during the school week with more than one parent at different addresses, the permanent home address for the purposes of school admissions will be the one where the child spends the majority of school nights Monday–Friday.

- viii. **Tie breaker:** If Ark Schools is unable to distinguish between applicants using the

published oversubscription criteria, places will be offered via a random draw which will be supervised by someone independent of the school.

- ix. In the case of multiple births or siblings in the same year group, where there is only one place available in the school, all will be considered together as one application.

### **'In-Year' Application Process**

- i. The 'In-Year' application process is relevant to applications for places in any year group that does not have a PAN (e.g. Years 8 - 11), starting at the beginning of the academic year or for any year group starting at any other point throughout the academic year.
- ii. The Local Authority holds information on which schools in their area have spaces for each year group. Contact Birmingham City Council via the link below for further information.

<https://www.birmingham.gov.uk/schooladmissions>

- iii. In-year applications to Ark St Alban's Academy can be submitted at any time and are made through the Academy. Parents will be notified of the outcome of any in-year application within 15 school days.

The In-Year application form can be accessed through the link below.

<https://arkstalbans.org/>

- iv. Ark St Alban's Academy will inform the Local Authority of any In-Year applications received, as well as the outcome, so that they can track vacancies across the area.
- v. If an in-year application is refused the child will be added to the waiting list for that year group. A child's position on the waiting list will be determined solely according to the oversubscription criteria in this policy. See section 4 for the oversubscription criteria and section 6 for more information on waiting lists.
- vi. If an In-Year application has been refused, the parent/carer has the right to appeal the decision to an Independent Appeals Panel. For detailed information about the appeals process see section 7 of this policy.
- vii. **Fair Access Protocol:** Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced, vulnerable children are offered a place at a suitable school as quickly as possible. The school complies with Birmingham City Council's Fair Access Protocol. Admissions under Fair Access Protocol are discussed between the school and Local Authority on a case-by-case basis. This may mean admitting children above the PAN.

### **Waiting Lists**

- i. Any child refused a place at the school will automatically be put on a waiting list (unless a higher preference school has been offered.) A waiting list will be maintained until the end of the academic year after which it will be cleared.
- ii. The waiting list is maintained in the order of the oversubscription criteria only (not application date). This means that names can move down the list if, e.g. someone moves into the area and is higher placed under the oversubscription criteria.
- iii. Parents/carers have the right to request their child is removed from the waiting list at any time. Once removed, the child cannot be reinstated on the waiting list without submitting a new application.
- iv. If a place becomes available it will be allocated to the first child on the waiting list, in accordance with the oversubscription criteria. If that offer is declined the place will be offered to the next child on the waiting list.



## Unsuccessful Applications and the Appeals Process

- i. All applicants who have applied for a Secondary place at the school and been refused have a right to appeal that decision to an Independent Appeal Panel.
- ii. Applicants will be informed in writing of the school's decision to refuse their application. This letter will include;
  - a) The reason a place was refused (e.g. no available places)
  - b) Information about the waiting list
  - c) Information about the right to appeal
  - d) The deadline for submitting an appeal
  - e) Contact details for making an appeal
- iii. Full details on the appeals process, timetable and an appeals booklet for parents is available on the school website, see link below.  
<https://arkstalbans.org/>
- iv. The deadline for submitting an appeal will be at least **20 school days from the date of notification that an application was unsuccessful**. Appeals received after this date are subject to different timeframes and exact deadlines will be provided in the letter from the school. This deadline applies to 'normal round' and 'in-year' applications.
- v. Appeals are submitted to Ark Schools via an online form which is available through the school website or from the school.
- vi. The decision of the Independent Appeal Panel is binding on all parties.

## Applications Out-of-Chronological Age Group

- i. Parents/carers may choose to seek a place for their child outside of their chronological age group for a variety of reasons (e.g. the child is summer born, is considered gifted and talented or has experienced problems such as ill health).
- ii. The decision to admit a child out-of-year group is uncommon and will always be made on the basis of the unique circumstances for each specific case and what is best for that individual child. The decision will be made by the Principal of the school and will take into account parents'/carers' views, expert advice from relevant social, educational and medical professionals, whether the child has previously been educated out of their normal age group, any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely and the long-term impact of the decision on the child.
- iii. Applications for a child to be admitted to a year group outside of their chronological age group should be made through the same process set out in this policy for both 'normal round' and 'in-year' applications. However, in addition to the standard application form **further documentation should be provided to support the request for a place out of chronological year group**. This applies regardless of whether it is for a higher or lower year group.
- iv. The Principal may request additional information after the submission of an application for an out-of-year group place, if necessary.
- v. Each application will be considered on the individual circumstances of each case. Applicants will be notified in writing of the decision, including the reasons for it.
- vi. Unsuccessful applicants have the right to appeal if they are refused a place

at the school. However, this right does not apply if they are offered a place at the school but it is not in their preferred age group.

### **Post-16 Provision (Sixth form – Year 12)**

- i. The school has a PAN of 5 for Year 12. This is the minimum number of external candidates the school guarantees to admit.
- ii. In most years, the school will be able to offer more places to external applicants. Candidates are advised to consult the information given on the school's website and in any prospectus.
- iii. The minimum academic entrance requirement to be eligible for a place in the sixth form are:
  - Grade 4 or above in English and Maths, plus 3 GCSEs at grade A\*-C/9-4
  - Students must also have at least a B/Grade 6 in the subjects they wish to study at A Level.

The same requirements apply to both internal and external applicants.

#### **Application process:**

- a) **For internal applicants:** Current students at the school in Year 11 do not need to complete an application form for a place in the Sixth Form as they can automatically progress to Year 12 if they obtain the minimum academic requirements detailed above.
- b) **For external applicants:** Applications should be made directly to the school through a form on the website, see link below.  
<https://arkstalbans.org/>
- iv. Young people may make their own application to the sixth form; the application can be made by the parent/carer but does not have to be.
- v. Where more applications are received than there are places available the oversubscription criteria in this policy applies (see section 4).
- vi. Unsuccessful Applicants have the right to appeal the school's decision to an Independent Appeal Panel. See section 7 for further details on the appeals process.
- vii. **PLEASE NOTE:** While every attempt will be made to offer students a place on their course of preference this will not always be possible and cannot be guaranteed. Specific courses may have additional entrance requirements and others will have a higher rate of preference. Details of all the courses available and any additional course requirements are provided in the Sixth Form prospectus, available through the school website.

<https://arkstalbans.org/>

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the Conybere Street School Entrance.

#### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# ARK VICTORIA ACADEMY

Talbot Way, Small Heath, Birmingham, B10 0HJ Tel: 0121 393 4459

[www.arkvictoria.org](http://www.arkvictoria.org)

Type:	Free School (All-Through School)
Age range:	3–18
Published Admission Number:	*138
DFE No:	330 4019

\*ARK Victoria Academy has 48 places available to external applicants and 90 places available internally (those children currently on roll in Year 6 in 2024) for Year 7 in September 2025.

The 90 children on roll in Year 6 (at ARK Victoria Academy will automatically transfer to Year 7). **It is important that parent/carers of pupils already on roll in Year 6 at the school that wish to apply for other schools using the LA online application please DO NOT include ARK Victoria as a preference.** As this is a wasted preference as your child will automatically move up from Year 6 to Year 7 in September 2025.

## How to make an In-Year application

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 644 preferences received ranking the school 1 – 6. Last child admitted lived 723 metres from the school
- 2023 – 375 preferences received ranking the school 1 – 6. Last child admitted lived 722 metres from the school
- 2024 – 411 preferences received ranking the school 1 – 6. Last child admitted lived 985 metres from the school

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription criteria

If the number of applications received for any phase or year group is greater than the number of spaces available, places will be allocated according to the oversubscription criteria and order below.

- i. 'Looked After Children' and children who have previously been a 'Looked After Child' but immediately following this became subject to adoption, a child arrangements order or special guardianship order, including those who appear (to Ark Schools) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- ii. Children who, at the time of admission, have a sibling who attends the school. For this purpose, "sibling" means a whole, half or step-sibling or an adopted child resident at the same address.
- iii. Children of staff in the school who;

- a) have been employed at the school for two or more years at the time the application is submitted.
- b) have been recruited to a post where there is a demonstrable skill shortage.

Any places offered under this criterion must be approved by Ark Schools, who will review the Principal's assessment process and designation of such posts to confirm the staff members' eligibility.

- iv. Distance measurement – Priority will be given to those children who live closest to the school.

The Local Authority measures distance on behalf of Ark Schools. Birmingham City Council use Ordinance Survey Data to calculate **straight line distance** between the child's home and the main entrance to the school.

**PLEASE NOTE:** A child's home will be the address at which the child normally resides, and which has been notified to relevant agencies (e.g. the Local Authority) as being the child's normal place of residence. Where a child lives normally during the school week with more than one parent at different addresses, the permanent home address for the purposes of school admissions will be the one where the child spends the majority of school nights Monday–Friday.

- v. **Tie breaker:** If Ark Schools is unable to distinguish between applicants using the published oversubscription criteria, places will be offered via a random draw which will be supervised by someone independent of the school.
- vi. In the case of multiple births or siblings in the same year group, where there is only one place available in the school, all will be considered together as one application.

### **'In-Year' Application Process**

- i. The 'In-Year' application process is relevant to applications for places in any year group that does not have a PAN (e.g. Years 1 - 6 or Years 8 - 11), starting at the beginning of the academic year or for any year group starting at any other point throughout the academic year.
- ii. The Local Authority holds information on which schools in their area have spaces for each year group. Contact Birmingham City Council via the link below for further information.  
[https://www.birmingham.gov.uk/info/20119/school\\_admissions/587/in-year\\_school\\_admissions](https://www.birmingham.gov.uk/info/20119/school_admissions/587/in-year_school_admissions)
- iii. In-year applications to Ark Victoria Academy can be submitted at any time and are made directly to the school. Parents will be notified of the outcome of any in-year application within 15 school days.

The In-Year application form can be accessed through the link below. <https://arkvictoria.org/>

- iv. The school will inform the Local Authority of any In-Year applications received, as well as the outcome, so that they can track vacancies across the area.
- v. If an in-year application is refused the child will be added to the waiting list for that year group. A child's position on the waiting list will be determined solely according to the oversubscription criteria in this policy. See section 4 for the oversubscription criteria and section 7 for more information on waiting lists.
- vi. If an In-Year application has been refused, the parent/carer has the right to appeal the decision to an Independent Appeals Panel. For detailed information about the appeals process see section 8 of this policy.

- vii. **Fair Access Protocol:** Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced, vulnerable children are offered a place at a suitable school as quickly as possible. The school complies with Birmingham City Council's Fair Access Protocol. Admissions under Fair Access Protocol are discussed between the school and Local Authority on a case-by-case basis. This may mean admitting children above the PAN.

### Waiting Lists

- i. Any child refused a place at the school will automatically be put on a waiting list (unless a higher preference school has been offered). The waiting list will be maintained until 31<sup>st</sup> December and then cleared at the end of each subsequent half term. Once a child is removed from the waiting list a new application will need to be submitted for a place at the school.
- ii. The waiting list is maintained in the order of the oversubscription criteria only (not application date). This means that names can move down the list if, e.g. someone moves into the area and is higher placed under the oversubscription criteria.
- iii. Parents/carers have the right to request their child is removed from the waiting list at any time. Once removed, the child cannot be reinstated on the waiting list without submitting a new application.
- iv. If a place becomes available it will be allocated to the first child on the waiting list, in accordance with the oversubscription criteria. If that offer is declined the place will be offered to the next child on the waiting list. If no response is received to the offer after five school days the place will be offered to the next child on the waiting list and the child originally offered a place will be put back onto the waiting list until at least 31st December, or end of the next half term, as detailed above.

### Unsuccessful Applications and the Appeals Process

- i. All applicants who have applied for a Primary, Secondary or Sixth Form place at the school and been refused have a right to appeal that decision to an Independent Appeal Panel.
- ii. Applicants will be informed in writing of the school's decision to refuse their application. This letter will include;
  - a) The reason a place was refused (e.g. no available places)
  - b) Information about the waiting list
  - c) Information about the right to appeal
  - d) The deadline for submitting an appeal
  - e) Contact details for making an appeal
- iii. Full details on the appeals process, timetable and an appeals booklet for parents is available on the school website, see link below.  
<https://arkvictoria.org/>
- iv. The deadline for submitting an appeal will be at least **20 school days from the date of notification that an application was unsuccessful**. Appeals received after this date are subject to different timeframes and exact deadlines will be provided in the letter from the school. This deadline applies to 'normal round' and 'in-year' applications.
- v. Appeals are submitted to Ark Schools via an online form which is available through the school website or from the school.
- vi. The decision of the Independent Appeal Panel is binding on all parties.

### Applications Out-of-Chronological Age Group

- i. Parents/carers may choose to seek a place for their child outside of their chronological age group for a variety of reasons (e.g. the child is summer born, is considered gifted and talented or has experienced problems such as ill

health).

- ii. The decision to admit a child out-of-year group is uncommon and will always be made on the basis of the unique circumstances for each specific case and what is best for that individual child. The decision will be made by the Principal of the school and will take into account parents'/carers' views, expert advice from relevant social, educational and medical professionals, whether the child has previously been educated out of their normal age group, any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely and the long-term impact of the decision on the child.
- iii. Applications for a child to be admitted to a year group outside of their chronological age group should be made through the same process set out in this policy for both 'normal round' and 'in-year' applications. However, in addition to the standard application form **further documentation should be provided to support the request for a place out of chronological year group**. This applies regardless of whether it is for a higher or lower year group.
- iv. The Principal may request additional information after the submission of an application for an out-of-year group place, if necessary.
- v. Each application will be considered on the individual circumstances of each case. Applicants will be notified in writing of the decision, including the reasons for it.
- vi. Unsuccessful applicants have the right to appeal if they are refused a place at the school. However, this right does not apply if they are offered a place at the school but it is not in their preferred age group.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main entrance of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **THE ARTHUR TERRY SCHOOL**

Kittoe Road, Four Oaks, Sutton Coldfield, Birmingham B74 4RZ Tel: 0121 323 2221

[www.arthurterry.bham.sch.uk](http://www.arthurterry.bham.sch.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	280
DFE No:	330 4307

### **How to make an In-Year application** [In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1477 preferences received ranking the school 1 – 6. Last child admitted lived 1645 metres from the school

- 2023 – 1489 preferences received ranking the school 1 – 6. Last child admitted lived 1646 metres from the school
- 2024 – 1485 preferences received ranking the school 1 – 6. Last child admitted lived 1381 metres from the school

### Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

### Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children (including previously looked after children from outside of England).
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025. **Siblings of sixth formers do NOT qualify for a sibling claim.**
3. Children who live nearest the academy.

In the event of an oversubscription in any of the above categories places will be allocated according to those that live closest to The Arthur Terry School calculated on the basis of a straight-line measurement between home and academy, whose circumstances remain unchanged on the day of admission.

**The Academy reserves the right to withdraw the offer of a place if a change in circumstances between allocation and admission would have resulted in a child not being offered a place at the time of allocation.**

### Waiting Lists

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### Deferred entry and Admission of children outside their normal year group

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead.

This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e., Year 7 in September 2026, then the original application is withdrawn, and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at: <https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **Sixth Form**

### **Sixth Form Capacity (both internal and external applicants)**

410

### **Admission Number for External Applicants**

Joining Year 11 students from other schools are invited to apply to join Year 12 where the joining student admissions number is expected to be 75 students and is subject to availability on individual courses.

### **Minimum Academic Entrance Requirements**

**Students will need to achieve a minimum total point score of 33 from their 7 best GCSE passes.** The passes must include English Language or English Literature and Maths at level 4.

Up to 2 Vocational Qualifications (Level 2) e.g. RSL/BTEC/OCR National qualifications grades can be used for sixth form entry. Each Vocational Qualification will count as 1 of the 7 best GCSE passes.

Further detail and subject specific criteria will also apply as published on the school website.

### **Oversubscription Criteria for External Applicants**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

- a) Looked after or previously looked after children (including previously looked after children from outside of England).



- b) Students who live nearest the Academy.

In the event of an oversubscription in any of the above categories places will be allocated according to those that live closest to The Arthur Terry School calculated on the basis of a straight-line measurement between home and academy, whose circumstances remain unchanged on the day of admission.

**The Academy reserves the right to withdraw the offer of a place if a change in circumstances between allocation and admission would have resulted in a child not being offered a place at the time of allocation.**

### **Waiting List**

The Arthur Terry School operates a waiting list process for Year 12 admissions in the event that the Year 12 admissions number is oversubscribed. Applicants who are placed on the waiting list will only be offered a place in Year 12 if places become available in the subjects chosen by the applicant.

Places will be allocated in accordance with the oversubscription criteria.

### **Definitions**

#### **Looked after or previously looked after children, internationally adopted previously looked after children**

Children who are looked after or immediately after being looked after became subject to an adoption, child arrangement order or special guardianship order. This includes any child/young person who is subject to a Full Care Order, an interim Care Order, accommodated under Section 22(1) of the Children Act 1989, is remanded or detained into Local Authority accommodation under Criminal Law or who has been placed for adoption. 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.

#### **Siblings**

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- i. have one or both natural parents in common; or ii. are related by a parent's; or iii marriage or are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or 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.

**Siblings of sixth formers do NOT qualify for a sibling claim.**

#### **Distance**

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main school gate on Kittoe Road. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the academy.

#### **Shared Responsibility**

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

#### **Final Qualifier**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.

In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.

**Note:** Distances are calculated on the basis of a straight-line measurement between home address and the main school gate on Kittoe Road.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ASTON MANOR ACADEMY**

Phillips Street, Aston, Birmingham, B6 4PZ Tel: 0121 359 8108

[www.astonmanor.bham.sch.uk](http://www.astonmanor.bham.sch.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	150
DFE No:	330 4220

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1182 preferences received ranking the school 1 – 6. Last child admitted lived 1137 metres from the school
- 2023 – 1221 preferences received ranking the school 1 – 6. Last child admitted lived 1518 metres from the school
- 2024 – 1266 preferences received ranking the school 1 – 6. Last child admitted lived 1106 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who attend Chilwell Croft Academy.
4. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home address and the academy gate on Phillips Street.

## **Definitions**

### **Looked After or Previously Looked After Children**

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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 the definition in Section 22(1) of the Children Act 1989).

### **Feeder- Equitas Academies Trust**

Children who attend Chilwell Croft Academy.

Aston Manor Academy has adopted the Local Authority's definitions for 'Sibling', 'Distance', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

## **Waiting Lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

## **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This is usually the case where they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must

then submit a formal request to the school for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e., Year 7 in September 2026, then the original application is withdrawn, and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the school agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering applying for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at: <https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **Sixth Form**

### **Sixth Form Capacity (both internal and external applicants)**

250 (subject to change)

### **Admission Number for External Applicants**

70 (subject to change)

### **Minimum Academic Entrance Requirements (i.e. GCSEs)**

Level 3 A Level (5 Grade 5-9 including English Language) subject dependent.

Level 3 Vocational (5 at Grade 4-9 including English Language) subject dependent.

### **Oversubscription Criteria for External Applicants**

- a) Looked after or previously looked after children.
- b) Where the child has a brother or sister currently attending Aston Manor Academy. The Local Authority's 'Sibling' definition has been adopted.
- c) Proximity of the child's home to academy with those living nearer accorded the higher priority. The Local Authority's 'Distance' definition has been adopted.

Where the child has a brother or sister currently attending Aston Manor Academy. The Local Authority's 'Sibling' definition has been adopted.

Proximity of the child's home to academy with those living nearer accorded the higher priority. The Local Authority's 'Distance' definition has been adopted.

### **Fair Access Protocol**

The Governing body of Aston Manor Academy is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Governing body can give priority to a child where admission is requested under any locally agreed protocol. The Governing body has this power, even when admitting the child would mean exceeding the published admission number.

**Note:** Distances are calculated on the basis of a straight-line measurement between home address and the academy gate on Phillips Street.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **BARTLEY GREEN SCHOOL**

Adams Hill, Bartley Green, Birmingham, B32 3QJ Tel: 0121 476 9246

[www.bartleygreenschool.co.uk](http://www.bartleygreenschool.co.uk)

Type:	Academy
Age range:	11–16
Published admission number:	191
DFE No:	330 4108

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 864 preferences received ranking the school 1 – 6. Last child admitted lived 1504 metres from the school
- 2023 – 843 preferences received ranking the school 1 – 6. Last child admitted lived 1621 metres from the school
- 2024 – 821 preferences received ranking the school 1 – 6. Last child admitted lived 2401 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Bartley Green School is an 11 – 16 mixed comprehensive school. The main principle of admission is to provide for the educational needs of young people who live in Bartley Green and the surrounding area. We are an inclusive school and welcome all applications. The admission number for 2025 for Year 7 will be 191. In recent years we have received more applications than we have places for.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children, 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.
2. Children of members of the UK Armed Forces in the local area.
3. Children (siblings) with an older brother or sister already at the school who will still be in attendance at the time the sibling enters the school.

4. Children of members of staff.
5. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home address and the school gate on Adams Hill.

### **Children of members of the UK Armed Forces in the local area**

It is recognised that Bartley Green School may receive admission requests from UK Armed Forces families. This is due to the opening of the Queen Elizabeth Hospital (which includes an Armed Forces wing) and “Homes for Heroes” accommodation in the local area. It is deemed appropriate by the Governing Body that these families may require a long term or short-term placement and Bartley Green School has a moral obligation to support these families.

### **Children of members of staff**

Staff refers to staff that have been employed at the school for two or more years at the time at which the application for admission to the school is made, and or;  
The member of staff has been recruited to fill a vacant post for which there is a demonstrational skill shortage.

Bartley Green School have adopted the Local Authority’s definitions for ‘Looked after or previously looked after children’, ‘Distance’, ‘Sibling’, ‘Shared Responsibility’ and ‘Separating “Final Qualifier” applications (blocks of flats etc)’.

**To view the Local Authority’s definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this Academy. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Waiting Lists**

The school holds waiting lists for oversubscribed years. Waiting lists are routinely reviewed with parents/carers to see if a place is still required. Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child’s waiting list position during the year could go up or down. Any applicants will be added to the Academy’s list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant’s home address and the school gate on Adams Hill.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the ‘Secondary Admissions Arrangements 2025’ for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **BISHOP CHALLONER CATHOLIC COLLEGE**

Institute Road, Kings Heath, Birmingham, B14 7EG Tel: 0121 444 4161

[www.bishopchalloner.org.uk](http://www.bishopchalloner.org.uk)

Type: Voluntary Aided Catholic  
Age range: 11–18  
Published Admission Number: 200  
DFE No: 330 5413

## **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a supplementary information form for the school (SIF) which is available from the school office. The SIF must be returned to the school office. Both must be completed to be considered for a place.

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 the school received more applications than there were places available.

- 2022 – 1136 preferences received ranking the school 1 – 6
- 2023 – 1126 preferences received ranking the school 1 – 6
- 2024 – 1135 preferences received ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with these admission arrangements.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

The governing body is the admissions authority and has responsibility for admissions to this school. The governing body has set its Published Admission Number ("PAN") at 200 pupils to be admitted to Year 7 in the school year which begins in September 2025. (See Note 1 below)

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. In Criteria 1-6 inclusive, if there is oversubscription within a category, the Governing Body will give priority to children living closest to the school determined by the shortest distance (see Note 6 below).

In criteria 7-10 inclusive, if there is oversubscription in a category, the Governing Body will give priority firstly to those applicants who have a brother or sister (see Note 4

below) attending Bishop Challoner Catholic College at the time of admission and then to those children living closest to the school determined by the shortest distance (see Note 6 below).

### **Oversubscription Criteria**

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below).
2. Baptised Catholic children (see Note 2 below) who have a brother or sister (see Note 4 below) attending Bishop Challoner Catholic College at the time of entry.
3. Baptised Catholic children (see Note 2 below) currently attending a named feeder school (see Note 5 below).
4. Baptised Catholic children (see note 2 below) who currently live in the parish area of a named Catholic feeder school (see Note 5 below) who are not currently attending a named Catholic feeder school (see Note 5 below).
5. Baptised Catholic children (see Note 2 below) of staff appointed by the Governors to permanent positions at Bishop Challoner Catholic College for two or more years before the time at which the application was made and/or a member of staff recruited to fill a vacant post for which there is a demonstrable skill shortage.
6. Other Baptised Catholic children (see Note 2 below).
7. Non-Catholic children who are looked after or previously looked after (See Note 3 below).
8. Non-Catholic children currently attending a named feeder school (see note 5 below).
9. Non- Catholic children of staff appointed by the Governors to permanent positions at Bishop Challoner Catholic College for two or more years before the time at which the application was made and/or a member of staff recruited to fill a vacant post for which there is a demonstrable skill shortage.
10. Other non-Catholic children.

#### **Note 1**

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

#### **Note 2**

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this may affect the criteria that your child is placed into, which may affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their



own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### **Note 3**

A “looked after child” has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making the application to the school. A “previously looked after child” is a child who was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the governing body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### **Note 4**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents' marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

### **Note 5**

The named feeder schools for Bishop Challoner Catholic College are:

- **Our Lady of Lourdes Catholic Primary School (Billesley)**
- **St Alban's Catholic Primary School (Kings Heath)**
- **St Bernard's Catholic Primary School (Moseley)**
- **St Dunstan's Catholic Primary School (Kings Heath)**
- **St Jude's Catholic Primary School (Brandwood)**
- **St Edward's Catholic Primary School (Selly Oak)**
- **SS John & Monica Catholic Primary School (Moseley)**
- **St Martin de Porres Catholic Primary School (Moseley)**
- **St Mary's Catholic Primary School (Harborne)**

The parish areas for the named feeder schools are as follows: Our Lady of Lourdes Yardley Wood, St Dunstan Kings Heath, English Martyrs Sparkhill, St Jude Maypole, St Edward Selly Park, St John & St Martin Balsall Heath and St Mary Harborne.

For the purposes of this policy, parish boundaries are as shown on the Archdiocese of Birmingham parish boundary map which can be accessed at <https://www.birminghamdiocese.org.uk/boundary-map> and will be applied to the admission arrangements for the academic year 2025/2026.

## **Note 6**

Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate of the school. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child's home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Governing Body, will use a computerised system to randomly select the child to be offered the final place.

The governing body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the Governing Body that the child lives at the address put forward by the parents.

The governing body reserves the right to withdraw the offer of a place or, where a child is already attending the school the place itself, where it is satisfied that the offer or place was obtained by deception.

## **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Governing Body and the parents advised of the outcome. If the request is agreed and the year group for which the parents have requested a place is a current year group in the

school, then the application will be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, ie Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **APPEALS**

Parents who wish to appeal against the decision of the Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of Governors at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Governing Body have offered a place in the normal age group instead.

### **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

### **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

### **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at Bishop Challoner Catholic College but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the last day of the summer term 2026 and will then be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a named feeder school (see Note 5 above) who have

not been offered a place in the school by the beginning of the Autumn term 2025 will be re-ranked to take into account that they will no longer be attending that feeder school from 1<sup>st</sup> September 2025. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1<sup>st</sup> September 2025.

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

### **IN YEAR FAIR ACCESS PROTOCOL**

The Governing Body of Bishop Challoner Catholic College is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number subject.

### **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website below.

To apply for a place in-year at Bishop Challoner Catholic College, parents will need to complete the school's own application form which is available on our website and return it directly to the school ensuring that any required supplementary information is attached.

<https://bishopchalloner.org.uk/information-about-our-school/admissions>

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Governor's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

### **ADMISSION TO THE SIXTH FORM**

The school operates a sixth form for a total of 300 pupils. 160 places overall will be available in Year 12. Whilst the admission number is 50, if fewer than 110 of the school's existing pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 160.

Applications for the Sixth Form should be made directly to the school using the application form available from the school's website. Completed application forms must be made by the last working day of September.

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These are:

- AS courses (including Applied 'A' levels) – a minimum of 6 GCSEs at Grade 5 and above and a minimum Grade 6 in the subject to be studied at AS, or an equivalent subject. In certain circumstances students with 5 GCSE's may be accepted. Very exceptionally, students who do not quite meet these entry requirements may be considered. This will be at the discretion of senior staff and Heads of Subject and the offer of a place will be subject to the completion of a trial period, the length of which will be determined.
- Level 3 BTEC courses – a minimum of 5 GCSEs at Grade 5 and above, preferably to include GCSE Maths and English at Grade 5.
- For external students a reference will be required from their current institution.

In addition to the sixth form's minimum academic entry requirements pupils will need to

satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements they will be given the opportunity of pursuing any alternative courses for which they do meet the minimum academic requirements. Course requirements are published annually in the school's prospectus and on its website.

When Year 12 is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted or permitted to progress.

When there are more external applicants that satisfy any academic entry requirements priority will be given in accordance with the oversubscription criteria set out below.

Where there is space in Year 13, i.e. where there are fewer than 140 pupils in the year group, the school will admit additional pupils up to this number using the oversubscription criteria set out below.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Governing body will give priority firstly to children who will have a brother or sister (see Note 4 above) attending Bishop Challoner Catholic College at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 above)

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

## **OVERSUBSCRIPTION CRITERIA FOR SIXTH FORM**

1. Baptised Catholic children (see Note 2 above) who are looked after or previously looked after (see Note 3 above)
2. Baptised Catholic students with brothers or sisters (see Note 4 above) attending at the time of entry.
3. Other Baptised Catholic children (see Note 2 above)
4. Non-Catholic children who are looked after or previously looked after (see Note 3 above)
5. Other non-Catholic children.

### **Note:**

Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **BISHOP VESEY'S GRAMMAR SCHOOL**

Lichfield Road, Sutton Coldfield, Birmingham B74 2NH Tel: 0121 250 5400

[www.bvgs.co.uk](http://www.bvgs.co.uk)

Type: Academy Grammar (Boys)  
Age range: 11–18  
Published Admission Number: 192  
DFE No: 330 4660

### **How to make an In-Year application**

Please note that children who are older than 11 years may not register for the tests. However, parents/carers can still contact the school about their admission arrangements for places in other year groups. [In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

Admission to the school is on the basis of selection by reference to ability. Only boys who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school. An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 - 1036 applications ranking the school 1 – 6
- 2023 - 1077 applications ranking the school 1 – 6
- 2024 - 1182 applications ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

For previous admissions patterns and selective test results please visit: [Results and Offers | The Grammar Schools in Birmingham](#)

### **Statement**

Bishop Vesey's Grammar School is an Academy for boys aged 11-16 years with a co-educational Sixth Form and is designated as a selective grammar school under S104 of the School Standards and Framework Act 1998. The school is part of 'The Grammar Schools of Birmingham' Consortium.

Admission to the school is on the basis of selection by reference to ability. Only boys who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school. These arrangements require that prospective pupils are considered for admission on the basis of a combined score, standardised according to the age of the pupil, on standardised tests of verbal, numerical and non-verbal reasoning ability.

Boys born between 1 September 2013 and 31 August 2014 are eligible to apply for admission in Year 7 in September 2025.

### **Oversubscription Criteria**

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score (the 'qualifying score') in the selection test. Where the number of applications for admission exceeds the number of places available at the school, places are offered to children as follows:

1. Looked After Children/Previously Looked After Children/ Internationally Adopted Previously Looked After Children who achieve the qualifying score by rank order of standardised score;
2. Children attracting the Pupil Premium, who achieve the qualifying score by rank order of standardised score but limited to no more than 38 pupils in this category;
3. Other children who achieve the qualifying score by rank order of standardised score.

Where children are equal on standardised score, places will be offered to those who live nearest the school. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the foot of the steps leading to the main school entrance. Birmingham Local Authority uses a computerised system, called Cartology, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan that have met the qualifying score. This gives such children with a qualifying score overall priority for admission to the named school, this is not an oversubscription criterion.

### **Definitions**

#### **Looked After Children and Previously Looked After Children**

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order including those 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. 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 the definition in Section 22(1) of the Children Act 1989). In the case of previously looked after children, admission authorities may request a copy of the adoption order, residence order or special guardianship order and a letter from the local authority that last looked after the child confirming that he was looked after immediately prior to that order being made.

#### **Pupil Premium**

Children attracting Pupil Premium are those who have been registered for free school meals at any point in the 6 years prior to the closing date for test registration. The school will require evidence of Pupil Premium registration and reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

Parents/carers of children attracting Pupil Premium must have ticked the Pupil Premium box when registering their child for the test. Any alterations to this box cannot be made after submitting your selective test form. The deadline to submit your selective test form is 28 June 2024 at 4PM.

Parents will need to provide evidence of Pupil Premium registration to our School Business Manager no later than the end of November 2024. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made.

#### **Shared responsibility**

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

#### **Separating 'final qualifier' applications (twins, blocks of flats etc).**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place.

#### **Applicants out of chronological age group**

Although most boys will be admitted to the school within their own age group, the school will consider requests from parents for their child(ren) to be educated outside of their normal age group. Parents are advised to contact the school to discuss such a request and submit any relevant

evidence with their formal application. The decision whether to offer a place out of year group rests with the school and decisions will be taken in line with the School Admissions Code. Parents will have a right to appeal if a place is refused at the school. Parents do not have a right to appeal if a place is offered in a year group other than the year group for which they applied.

## **Sixth Form**

Sixth Form External Admission Number 80

### **Admissions Criteria**

Admission to the Sixth Form is based on performance in a student's best 6 GCSE subjects plus GCSE English Language and Mathematics (throughout this document this is referred to as 'Best 8').

Points are awarded as follows:

- 9 for a grade 9
- 8 for a grade 8
- 7 for a grade 7
- 6 for a grade 6
- 5 for a grade 5
- 4 for a grade 4
- 3 for a grade 3
- 2 for a grade 2
- 1 for a grade 1

We will admit students who have achieved 52 points or higher in their 'Best 8.'

Students need to achieve the minimum of a 5 in English Language and Mathematics GCSE, and a minimum of a 7 in the subjects to be studied at A-Level.

Please note it is recommended that students taking 'A' level Mathematics should achieve a grade 8 or better in GCSE Mathematics.

To study Further Mathematics at A level, students are required to achieve an 8 or better in GCSE Mathematics.

If a student is taking an 'A' level subject, which they have not previously studied at GCSE, then the school will request a grade 7 in a related subject at GCSE. For example, a student wanting to study 'A' level Psychology should attain the minimum of a grade 7 in English Literature. The Sixth Form office can be contacted for further detail.

Please note that any students opting to study 'A' level Physics, will also be expected to study 'A' Level Mathematics.

### **Sixth Form Oversubscription Criteria**

Priority will always be given to students who have studied their GCSE qualifications at BVGS, if they meet the qualifying standard.

We have 80 places allocated for external applicants.

In case of over subscription, priority should be given to students based on the following criteria. The criteria will be applied in rank order:

1. Looked After Children/Previously Looked After Children.
2. Students attracting the Pupil Premium, who achieve the qualifying score by rank order of standardised score but limited to no more than 20 pupils in this category

**Students attracting Pupil Premium are those who have been registered for free school meals at any point in the 6 years prior to the Sixth Form application closing date of 31 January 2025. The school will require evidence of Pupil Premium**



**registration and reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.**

**Parents/carers of students attracting Pupil Premium must have ticked the Pupil Premium box when applying to Bishop Vesey's Grammar School by 31 January 2025. No alterations to this box can be made after 31 January 2025.**

**Parents will need to provide evidence of Pupil Premium registration to our School Business Manager no later than the end of May 2025. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made.**

3. Offers will be then made (depending on there being availability in an applicant's chosen subjects) to external students with the highest (Best 8) GCSE score.
4. If distinguishing between external applicants with equal Best 8 subject scores, we will then apply the average score of the 3 stated A Level subjects or an equivalent subject, if it is not taken at GCSE. (In the cases of Economics and Computer Science, we will take the predicted GCSE Mathematics grade. In the case of Psychology we will take the predicted GCSE English Literature grade. In the case of those students opting for A-Level History, who have not taken GCSE History, we will also take the higher of the GCSE English Language or English Literature grade.)
5. If data is still identical then a tie breaker will be applied based on a closest proximity to the school (See above for the calculation).

### **Students opting for 4 'A' levels**

Typically around a quarter of our students take 4 'A' levels. To qualify to do 4 'A' levels, pupils need to score a minimum of 66 points in their Best 8 GCSE subjects.

### **0 External places available in Year 13**

#### **Waiting lists**

##### **Year 7 (first term)**

The waiting list, of those boys who sat the test for admission in September 2025, and who did not receive an offer from our school, or a more preferred school, will be held in strict oversubscription criteria order until the end of the first term of the academic year. Each child added to the waiting list will require the list to be ranked again in line with the oversubscription criteria.

##### **January of Year 7-Year 11**

From January of Year 7 onwards, parents may apply for a place directly to the school. Places will be offered in accordance with the published admissions criteria. Being added to the school's waiting list does not mean that a place will become available as in-year places normally only become available if a current student leaves the school.

On receipt of an in-year application, the school will notify the Local Authority of both the application and its outcome, to allow the Local Authority to keep up to date with figures on the availability of school places in Birmingham.

If a place becomes available, candidates on the waiting list in the appropriate year group will be invited to take a selective admission test appropriate to the year of entry and the place will be awarded to the highest scoring candidate above a minimum standard.

#### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

## **Fair Access**

The school also participates in the local authority's fair access arrangements, and this may require the school to offer a place in a year group even where the school is full.

## **Note:**

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the foot of the steps leading to the main school entrance.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# **BISHOP WALSH CATHOLIC SCHOOL**

Wylde Green Road, Sutton Coldfield, Birmingham B76 1QT Tel: 0121 351 3215

[www.bishopwalsh.net](http://www.bishopwalsh.net)

Type:	Academy
Age range:	11–18
Published Admission Number:	170
DFE No:	330 4661

## **How to make an In-Year application**

[In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a supplementary information form for the school (SIF) which is available from the school office. The SIF must be returned to the school office. Both must be completed to be considered for a place.

## **Previous admission pattern at the time of offer of places for Year 7**

Priority is given to practising Catholic applicants. The school has received more applications than it had vacancies in this category in 2022, 2023 and 2024.

- 2022 - 1172 preferences received ranking the school 1 – 6
- 2023 - 1295 preferences received ranking the school 1 – 6
- 2024 - 1259 preferences received ranking the school 1 – 6

## **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

## **Statement**

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in

accordance with the admission arrangements.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, The Local Governing Body will give priority firstly to children who will have a brother or sister (see Note 4 below) attending Bishop Walsh Catholic School at the time of admission and then secondly to children living closest to the **front door of Holy Trinity Catholic Church Lichfield Road Sutton Coldfield determined by the shortest distance (see Note 6 below).**

For the purposes of this policy, parish boundaries are as shown on the Archdiocese of Birmingham parish boundary map which can be accessed at:

<https://www.birminghamdiocese.org.uk/boundary-map>

and will be applied to the admission arrangements for the academic year 2025/2026

### **Oversubscription Criteria**

1. Baptised Catholic children (note 2) who are looked after or previously looked after (note 3).
2. Baptised Catholic children (see Note 2 below) living in one of the four feeder parishes of St Nicholas, Boldmere, Holy Trinity, Sutton Coldfield, Holy Cross, Walmley or Sacred Heart, Four Oaks (note 5).
3. Baptised Catholic children living outside of one of the above four feeder parishes who attend St Joseph's Catholic Primary School, Sutton Coldfield, Holy Cross Catholic Primary School, Walmley or St Nicholas' Catholic Primary School, Boldmere, (the three feeder primary schools see note 6).
4. Other Baptised Catholic children living outside of one of the above four feeder parishes.
5. Non-Catholic children who are looked after or previously looked after.
6. Non-Catholic children who attend St Joseph's Catholic Primary School, Sutton Coldfield, Holy Cross Catholic Primary School, Walmley or St Nicholas' Catholic Primary School, Boldmere.
7. Other non-Catholic children.

#### **Note 1**

The admission of pupils with an Education, Health and Care (EHC) Plan is dealt with by a completely separate procedure. Children with an Education Health and Care Plan that names the school **MUST** be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under Section 37 of the Children and Families Act 2014, Specifying the special educational provision required for a child.

#### **Note 2**

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

**Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) which should be returned directly to the school office. If you do not provide the information required in the Supplementary**

**Information Form and return it by the closing date, together with all supporting documentation, this may affect the criteria that your child is placed into, which may affect your child's chance of being offered a place at the school.**

The SIF Form is available on the school's website:

<https://www.bishopwalsh.net/s/Supplementary-Information-Form-SIF-2025-START.docx>

Alternatively, you can collect a copy from the school office.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### **Note 3**

A "looked after child" has the same meaning as in section 22(1) of the Children Act 1989 and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making the application to the school. A "previously looked after child" is a child was looked after, but ceased to because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the Local Governing Body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### **Note 4**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents' marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

### **Note 5**

The feeder parish areas for Bishop Walsh Catholic School are:

- **St Nicholas Catholic Church Boldmere,**
- **Holy Cross Catholic church Walmley,**
- **Holy Trinity Catholic Church Sutton Coldfield;**
- **Sacred Heart Parish Four Oaks.**

### **Note 6**

The three feeder schools are

- **St Nicholas Catholic Primary School Boldmere,**
- **Holy Cross Catholic Primary School Walmley,**
- **St Joseph's Catholic Primary School Sutton Coldfield.**

### **Note 7**

Distances are calculated on the basis of a straight-line measurement between the child's home address and the front door of Holy Trinity Catholic Church Lichfield Road Sutton Coldfield. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child's home

address to Holy Trinity Catholic Church Sutton Coldfield.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and Holy Trinity Catholic Church is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Local Governing Body, will use a computerised system to randomly select the child to be offered the final place.

The Local Governing Body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the Local Governing Body that the child lives at the address put forward by the parents.

The Local Governing Body reserves the right to withdraw the offer of a place or, where a child is already attending the school the place itself, where it is satisfied that the offer of place was obtained by deception.

### **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Local Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Local Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Local Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Local Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026 then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Local Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **APPEALS**

Parents who wish to appeal against the decision of the Local Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of the Board of Directors (via Mrs Bethell Admissions and Appeals Co-ordinator St John Paul II Multi Academy) at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Local Governing Body have offered a place in the normal age group instead.

## **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Local Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

## **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

## **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

## **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at Bishop Walsh Catholic School but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the end of the academic year July 2026 and will then be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a named feeder school (see Note 6 above) who have not been offered a place in the school by the beginning of the Autumn term 2025 will

be re-ranked to take into account that they will no longer be attending that feeder school from 1<sup>st</sup> September 2025. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1<sup>st</sup> September 2025.

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

### **IN YEAR FAIR ACCESS PROTOCOL**

The Local Governing Body of Bishop Walsh Catholic School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Local Governing Body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Local Governing Body has this power, even when admitting the child would mean exceeding the published admission number.

### **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website at: <https://www.bishopwalsh.net/>

To apply for a place at Bishop Walsh Catholic School in-year, parents will be required to complete Birmingham Local Authority's [In-Year Application Form](#) and return it directly to the school, ensuring that any required supplementary information is attached directly to this form.

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Board of Director's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

### **ADMISSION TO THE SIXTH FORM**

The school operates a sixth form for a total of 250 pupils. 125 places overall will be available in Year 12. Whilst the admission number is 1, if fewer than 124 of the school's existing pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 125.

Applications for the Sixth Form should be made directly to the school using the application form available from the school's website. Completed application forms must be returned to the school by 1<sup>st</sup> February, 2025

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These are published online and in the Sixth Form Prospectus.

In addition to the sixth form's minimum academic entry requirements pupils will need to satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements, they will be given the opportunity of pursuing any alternative courses for which they do meet the minimum academic requirements. Course requirements are published annually in the school's prospectus and on its website.

When Year 12 is undersubscribed, all applicants meeting the minimum academic entry requirements will be admitted or permitted to progress.

When there are more external applicants that satisfy any academic entry requirements priority will be given in accordance with the oversubscription criteria set out below.

Where there is space in Year 13, i.e. where there are few than 125 pupils in the year group, the school will admit additional pupils up to this number using the oversubscription criteria set out below.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Local Governing Body will give priority firstly to children who will have a brother or sister (see Note 4 above) attending Bishop Walsh Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 above)

The admission of pupils with an Education, Health and Care (EHC) Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school **MUST** be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

### **OVERSUBSCRIPTION CRITERIA FOR SIXTH FORM**

1. Baptised Catholic children (see Note 2 above) who are looked after or previously looked after (see Note 3 above).
2. Other Baptised Catholic children (see Note 2 above).
3. Non-Catholic children who are looked after or previously looked after (see Note 3 above).
4. Other non-Catholic children.

### **Note**

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the front door of Holy Trinity Catholic Church, Sutton Coldfield **and not the front door of the school.**

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **BOA DIGITAL TECHNOLOGIES ACADEMY**

47 Barrack Street, Nechells, Birmingham, B7 4EU Tel: 0121 359 9380

[www.boa-digital.co.uk](http://www.boa-digital.co.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	120
DFE No:	330 4044

### **How to make an In-Year application**

[In-Year Admissions](#)

In September 2025 there will only be year 8, year 9 and year 10 as the school opened in September 2022.

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a BOA Digital application form. This can be accessed via the school website: [Application Form](#) or you can contact the academy for a form. Both must be completed to be considered for a place. The closing date for applications is 31 October 2024.



## Previous admission pattern at the time of offer of places for Year 7

- 2022-N/A- School opened September 2022
- 2023 - 236 preferences received ranking the school 1 – 6- All applicants offered
- 2024 - 351 preferences received ranking the school 1 – 6- All applicants offered

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Introductory Statement

BOA Digital is an 11-18 academy specialising in digital technologies. It is a sister academy to both BOA Creative, Digital and Performing Arts Academy and BOA Stage and Screen Production Academy and forms part of the BOA group.

BOA Digital opened in September 2022 located in the centre of Birmingham - geographically in the hub of the digital and creative industries situated around the Eastside and the Knowledge Quarter. This new academy will also be close to Aston University, Birmingham City University (BCU) and their new STEAMhouse project.

The Academy will process applications through the normal local authority process for co-ordinating school offers. This means you will need to complete your LA common application in addition to a separate application for this school. Further details on how to apply can be [found here](#). The closing date for applications is 31st October 2024. Offers will be made on 3rd March 2025.

## Banding

BOA Digital will consider all applications for places. Where fewer than 120 applications are received, the Academy will offer places to all those who have applied.

The Academy will band across the ability range of applicants for admission to the Academy. All applicants will take a standardised non-verbal reasoning test, this is not a pass/fail test. Based on their scores in the test, all applicants will then be placed in one of five ability bands. The highest ability children will be placed in band 1 and the lowest ability in band 5. Children will then be selected from each band. This will ensure that a fully comprehensive intake from the most able to the least able are offered places.

Invitations to sit the Fair Banding test will only be sent to those applicants that have applied directly to BOA Digital by 31<sup>st</sup> October 2024 and selected the Academy as one of their secondary school preferences.

## Fair Banding Tests for 2025 Entry will take place on the following dates;

- **Saturday 16 November 2024 (AM)**
- **Saturday 23 November 2024 (AM)**

The Academy has a PAN (number of pupils admitted) of 120 Year 7 students. If more applicants apply, then the number of student places available in each ability band is as follows:

	Band 1	Band 2	Band 3	Band 4	Band 5	Total
% of students in each ability band	20%	20%	20%	20%	20%	100%
Number of student places available in each ability band	24	24	24	24	24	120

Applicants who sit the Fair Banding test will be considered for admission first. Any applicants who choose not to sit the Fair Banding test will be 'non-banded' and will be ranked in order of priority (after all the banded applicants) with the level of priority then determined with reference to the oversubscription criteria.

## Oversubscription Criteria

The criteria in this section apply to entry at all phases of the academy.

If the school is oversubscribed, after the admission of pupils with an Education, Health and Care Plan where the school is named in the Plan (after the Academy has been consulted and it has been agreed), priority for admission will be given to those children who meet the criteria set out below, in order.

- 1) A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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 the definition in Section 22(1) of the Children Act 1989).
- 2) Current family association (i.e. elder brother or sister attending BOA Digital Technologies Academy at the time of application who will still be attending when the applicant child is admitted). In this context, brother or sister means:
  - A natural brother or sister (including adopted siblings).
  - Stepbrother or sister.
  - Foster brother or sister.
  - Those who live permanently at the same address.
- 3) Children of staff at BOA Group (where the member of staff has been employed for one year or more at the time at which the application for admission to BOA Digital Technologies Academy is made and/or where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage).
- 4) Children who have exceptional medical or social needs\* **supported by written evidence from a doctor, social worker, educational welfare officer or other appropriate person declared in writing at the time of the application submitted directly to the Academy and where such submissions offer specific evidence that necessitates attendance at this Academy.**

Any evidence offered without such focus is deemed inadmissible although the application will then be considered under other criteria. Applicants should state clearly why the Academy is more suitable than any other academy and what the difficulties would be if their child was not offered a place.

*\*'Social need' does not include a parent's wish that a child attends the academy because of a child's aptitude or ability or because their friends attend the academy. 'Medical need' does not include mild medical conditions.*

- 5) The remaining places in each band will be allocated by random allocation overseen by someone independent of the academy.

#### **Tie-break**

If, after consideration of the oversubscription criteria is needed, a tie breaker will be via random allocation for each band.

#### **Late applications**

All applications received by the Academy after the deadline and those who do not attend the banding assessment will be considered late applications.

Late applicants and those who do not attend the fair banding assessment will only be considered if the total number of places available are not filled by pupils who took the fair banding assessment. The national closing date for applications is 31st October 2024.

### **In-Year applications**

Any applicants wishing to submit an in year application to the school (Yr7-10) will need to complete an In Year Transfer Form which can be obtained from: [Birmingham School Admissions](#). The completed form and additional documents will need to be returned to the Admissions Team at the academy by emailing: [admissions@boa-digital.co.uk](mailto:admissions@boa-digital.co.uk)

Places will be offered to suitable applicants in accordance with our oversubscription criteria, provided there is space available in that year group.

### **Admission of children outside their normal age group**

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested.

When such a request is made, the academy will decide on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

### **Waiting lists**

Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme, the Academy will operate a waiting list in all the five ability bands.

Where in any year BOA Digital received more applications for places than there are places available, lists will operate until 2nd January. This will be maintained by BOA Digital, and it will be open to any parents to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

The lists are drawn up based on the same procedure as the original allocations; no new information can be considered. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria.

Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list. If a place becomes available within that band, then an offer is made to the child at the top of that reserve list.

If there is no one on the reserve list for that band, then an offer from an adjacent ability band will be made. Successful applicants are offered places by letter. They are asked to accept or reject the offer within one week.

### **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact The Head of Admissions at the following address [admissions@boa-digital.co.uk](mailto:admissions@boa-digital.co.uk) for information on how to appeal. Information on the timetable for the appeals process is on our website at [www.boa-digital.co.uk](http://www.boa-digital.co.uk)

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# BORDESLEY GREEN GIRLS' SCHOOL AND SIXTH FORM

Bordesley Green Road, Birmingham, B9 4TR Tel: 0121 464 1881

[www.bordgrng.bham.sch.uk](http://www.bordgrng.bham.sch.uk)

Type:	Community (Girls)
Age range:	11–18
Published Admission Number:	125
DFE No:	330 4115

## How to make an In-Year application

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 924 preferences received ranking the school 1 – 6. Last child admitted lived 1161 metres from the school
- 2023 – 869 preferences received ranking the school 1 – 6. Last child admitted lived 1004 metres from the school
- 2024 – 913 preferences received ranking the school 1 – 6. Last child admitted lived 1130 metres from the school

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside England).
2. Children with a sister already at the school who will still be in attendance in September 2025 (**Siblings in Sixth Form are not classed as siblings**).
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

## Sixth Form: Year 12 Entry Requirements in Birmingham Community Schools

Year 12 applications are not coordinated by the Local Authority. Applications should be made direct to the school(s) concerned.

Pupils are considered for entry into Year 12 based on their academic attainment, individual subject grade criteria and the availability and suitability of courses at the school.

Details of the academic requirements for each course can be obtained by contacting the school.

Internal applicants who meet the minimum academic entrance requirements will be offered a place automatically.

### **Year 12 oversubscription criteria**

The following oversubscription criteria will be used for external applicants at community schools when there are more applications than places available:

1. Looked after children or children who were previously looked after (including previously looked after children from outside England).
2. Where the child has a sister currently attending the School.
3. Proximity of the child's home to school with those living nearer accorded the higher priority.

Year 12 is not dependent upon attendance or behaviour records.

Applicants refused a place in Year 12 are entitled to appeal to an independent appeal panel.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal.

Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and School gate on Bordesley Green Road.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit: [Birmingham Local Authority Admissions Arrangements](#)

## **BOURNVILLE SCHOOL**

Hay Green Lane, Birmingham B30 1SH Tel: 0121 475 3881

[www.bournvilleschool.org](http://www.bournvilleschool.org)

Type:	Academy
Age range:	4–16
Published Admission Number:	120*
DFE No:	330 4017

\* Bournville School have 90 places available to external applicants and 30 places available internally (those children currently on roll in Year 6 in 2024) for Year 7 in September 2025.

The 30 children on roll in Year 6 (at Bournville School will automatically transfer to Year 7. **It is important that parent/carers of pupils already on roll in Year 6 at the school that wish to apply for other schools using the LA online application DO NOT include Bournville School as a preference.** As this is a wasted preference as their child will automatically move up from Year 6 to Year 7 in September 2025.

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

## **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants.

## **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

## **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

Bournville School have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

## **Waiting lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the School gate off Griffins Brook Lane.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# **BROADWAY ACADEMY**

The Broadway, Perry Barr, Birmingham, B20 3DP Tel: 0121 566 4334

[www.broadway-academy.co.uk](http://www.broadway-academy.co.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	210
DFE No:	330 4227

## **How to make an In-Year application**

[In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## **Previous admission pattern at the time of offer of places for Year 7**

In 2022 and 2024 this school received more applications than there were places available. In 2023 all applicants were offered.

- 2022 – 935 preferences received ranking the school 1 – 6. Last child admitted lived 3970 metres from the school
- 2023 – 875 preferences received ranking the school 1 – 6. All applicants offered.
- 2024 – 929 preferences received ranking the school 1 – 6. Last child admitted lived 3206 metres from the school

## **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

## **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children (including previously looked after children from outside of England).
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

Broadway Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

## Waiting Lists

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the school's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

## Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

## Sixth Form

### Sixth Form Capacity (both)

(200 internal and external applicants)

### Admission Number for External Applicants

(Uncapped)

### Minimum Academic Entrance Requirements (i.e. GCSEs)

Our minimum entry requirement is four grade 4's and above plus two 5's and above including English and Maths for A level subjects or five 4-9 grades with a 4 and 3 combination in Maths and English for the BTEC courses (BTEC Merit or above to count as one 4).

### Some courses are subject to additional requirements:

- A level Maths = 6 grade at GCSE Maths
- A level Science courses = 2 x 6 and above grades in equivalent GCSE Science, must be 6 in the A level applied for.
- A level English = 6 in GCSE English Language.
- BTEC science = Double 4's.
- Criminology = 5 English Language.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main entrance of the Broadway Academy.

## Important

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **CARDINAL WISEMAN CATHOLIC SCHOOL**

Old Oscott Hill, Kingstanding, Birmingham, B44 9SR Tel: 0121 360 6383

[www.cardinalwiseman.net](http://www.cardinalwiseman.net)

Type:	Voluntary Aided Catholic
Age range:	11–16
Published Admission Number:	150
DFE No:	330 4801

### How to make an In-Year application

[In-Year Admissions](#)

### How to apply for Year 7 in September 2025



An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a supplementary information form for the school (SIF) which is available from the school office. The (SIF) must be returned to the school office. Both must be completed to be considered for a place.

### **Previous admission pattern at the time of offer of places for Year 7**

Priority will be given to practising Catholics. In 2022, 2023 and 2024 there were more applicants than places available.

- 2022 - 620 preferences received ranking the school 1 – 6.
- 2023 - 595 preferences received ranking the school 1 – 6.
- 2024 - 652 preferences received ranking the school 1 – 6.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school.

This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with these admission arrangements.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the governing body will give priority firstly to children who will have a brother or sister (see Note 4 below) attending Cardinal Wiseman Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 below).

### **Oversubscription Criteria**

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below).
2. Baptised Catholic children (see Note 2 below) currently attending a named feeder school (see Note 5 below).
3. Other Baptised Catholic children (see note 2 below).
4. Non-Catholic children who are looked after or previously looked after (See Note 3 below).
5. Non-Catholic children currently attending a named feeder school (see Note 5 below).
6. Children of other Christian denominations whose application is supported either by a certificate of baptism or a letter from their minister confirming membership of that faith community (See Note 6

below).

7. Children of other faiths whose membership is evidenced by a religious leader (See Note 7 below).
8. Other children (See Note 8 below).

#### **Note 1**

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

#### **Note 2**

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents/carers making an application for a Catholic (or other faith) child should also complete a Supplementary Information Form (SIF) which should be returned directly to the school. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this is likely to affect the criteria that your child is placed into, which is likely to affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

#### **Note 3**

A "looked after child" has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (eg children with foster parents) at the time of making the application to the school. A "previously looked after child" is a child was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the governing body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

#### **Note 4**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents' marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

#### **Note 5**

The named feeder schools for Cardinal Wiseman Catholic School are:

- **Maryvale Catholic Primary School**

- **Christ the King Catholic Primary School**
- **Sacred Heart Catholic Primary School**
- **St Margaret Mary RC Primary School**
- **St Marks RC Primary School**

**Note 6**

'Children of other Christian denominations' means children who belong to other churches and ecclesial communities which, acknowledge God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no creedal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis.

Parents/carers making an application for a Catholic (or other faith) child should also complete a Supplementary Information Form (SIF) which should be returned directly to the school.

**Note 7**

'Children of other faiths' means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:

- A religion which involves belief in more than one God and,
- A religion which does not involve belief in a God. Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship.

Parents/carers making an application for a Catholic (or other faith) child should also complete a Supplementary Information Form (SIF) which should be returned directly to the school.

**Note 8**

Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child's home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Governing Body, will use a computerised system to randomly select the child to be offered the final place. The governing body will, where possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the Governing Body that the child lives

at the address put forward by the parents.

If a place in the school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to be withdrawn.

## **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at: <https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **APPEALS**

Parents who wish to appeal against the decision of the Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of Governors at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Governing Body have offered a place in the normal age group instead.

## **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

## **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

## **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

## **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at Cardinal Wiseman Catholic School but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the last day of the summer term 2026 and will then be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a named feeder school (see Note 5 above) who have not been offered a place in the school by the beginning of the Autumn term 2025 will be re-ranked to take into account that they will no longer be attending that feeder school from 1<sup>st</sup> September 2025. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1<sup>st</sup> September 2025.

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

## **IN YEAR FAIR ACCESS PROTOCOL**

The Governing Body of Cardinal Wiseman Catholic School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number subject.

## **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website at <https://www.cardinalwiseman.net/statutory-information-2/>

To apply for a place in the school in-year, parents will need to complete the school's own application form which is available on our website at <https://www.cardinalwiseman.net/statutory-information-2/> and return it directly to the school ensuring that any required supplementary information is attached.

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Governor's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

**Note:** Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **CHRIST CHURCH CofE SECONDARY ACADEMY**

Dale View Road, Yardley Wood, Birmingham B14 4HN Tel: 0121 426 0403

<https://christchurchsecondary.org.uk>

Type:	Free School
Age range:	11–18
Published Admission Number:	180
DFE No:	330 4042

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022 this school received more applications than there were places available. In 2023 and 2024 all applicants were offered.

- 2022 – 474 preferences received ranking the school 1 – 6. Last child admitted lived 2062 metres from the school
- 2023 – 468 preferences received ranking the school 1 – 6. All applicants offered
- 2024 – 509 preferences received ranking the school 1 – 6. All applicants offered

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Important**

### **Statement**

Christ Church CofE Secondary Academy (the school) situated in Yardley Wood, is an inclusive church school for students of all abilities and from all backgrounds with an open admissions procedure (see Admissions Procedure below). It operates as part of Birmingham Diocesan Multi- Academy Trust (BDMAT). The board of directors of BDMAT are the Trust's admissions body but the day-to-day administration of school admissions is delegated to our headteachers and local academy boards. The board of directors sets a standard policy for our schools to use (this policy) but the individual criteria for over subscriptions are established by the local academy board.

Proposed changes to a school's over subscription criteria or amendments to this policy need approval from the BDMAT board of directors.

The school is committed to ensuring that it serves students from all communities within Yardley Wood regardless of background or faith.

**The school intends to open a sixth form at the school in 2026. Therefore, places will not be available in the school sixth form until 2026.** Details of sixth-form numbers and the admissions process will be found on the school's website at:

<https://christchurchsecondary.org.uk/>

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Children looked after by a Local Authority (in accordance with section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted or became subject to a child arrangements or special guardianship order. This includes 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.
2. Siblings of pupils attending the secondary phase of the school at the time of admission. The secondary phase of the school includes Years 7, 8, 9, 10 and 11. The secondary phase of the school does not include the Sixth Form (Years 12 and 13). 'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half brother or sister, a stepbrother or sister, or other child living in the same household who, in any of these cases, will be living with them at the same address at the date of their entry to the school. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.
3. Distance from home to school, where a child living closer to the school will be given priority for admission. Distance is measured using the local authority Geographic Information System known as GIS to identify and measure the distance in a straight line from the address point of an applicant's home to the main school gate on Daleview Road Christ Church CofE Secondary Academy.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

### **Tie-break**

Random allocation by drawing of lots undertaken by a person of good standing with no association with the Trust or the school will be used as a tie-break to decide who has highest priority for admission if the distance between a child's home and Christ Church CofE Secondary Academy is equidistant in any two or more cases.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. In these cases, the siblings will be considered jointly for the purpose of applying oversubscription criteria including the Tie Break but will be counted separately in terms of the PAN including where this may result in the PAN being exceeded.

### **Admission of children outside their normal age group**

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested.

When such a request is made, the academy trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

The process for requesting such an admission is as follows:

With the application, parents should request that the child is admitted to another year group (state which one), and the

reasons for that request.

Parents will submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

- information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group; and
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

The LAB will consider each case on its merits, taking into account the individual circumstances of the request and the child's best interests. Where possible, we will also ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal.

Requests for admission out of the normal year group will be considered alongside other applications made at the same time. An application from a child who would 'normally' be a year 8 child for a year 7 place will be considered alongside applications for year 7.

### **Waiting lists**

Christ Church, Church of England Secondary Academy will operate a waiting list. Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year.

Positions on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list. This list will be maintained by the Trust and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. In order for your child's name to be placed on the waiting list, please contact the school through: [admissions@christchurchsecondary.org.uk](mailto:admissions@christchurchsecondary.org.uk)

### **In-year admissions**

Applications made outside the normal admissions round (In-year admissions) should be made directly to the school using the local authority's 'In-Year Application Form' that is available here: [Application for a change of school \(In-year\) | Birmingham City Council](#)

Parents/carers can apply for a place for their child at any time and to any school. On receipt of an in-year application, the school will notify the local authority of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of school places in Birmingham.

### **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Parents/carers who wish to appeal against an admissions decision should request an appeal form from the Trust, Birmingham Diocesan Multi-Academy Trust 2nd Floor, 1 Colmore Row, Birmingham, B3 2BJ and can be downloaded at the school's website at [Christchurch Secondary](#)

Information on the process and timetable for appeals is also available at the same location on the school's website.

### **Home address**

The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. In the event of a dispute between parents who each have parental responsibility, the matter may ultimately need to be resolved by the courts. If the residence is not split equally between both parents then the address used will be the address where the child spends the majority of the school week.

Families homed in mobile accommodation e.g. boat, motorhome or caravan: in these cases distance will be



measured from the authorised mooring point or authorised standing/parking place. If a family is itinerant, the address point used will be that for the position occupied on the closing date for the receipt of applications to Christ Church CofE Secondary Academy.

## **Parent**

For the purposes of education law, the Department for Education considers a 'parent' to include:

- all biological parents, whether they are married or not;
- any person who, although not a biological parent, has parental responsibility for a child or young person - this could be an adoptive parent, a step-parent, guardian or other relative;
- any person who, although not a biological parent and not having parental responsibility, has care of a child or young person. A person typically has care of a child or young person if they are the person with whom the child lives, either full or part time and who looks after the child, irrespective of what their biological or legal relationship is with the child.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main school gate on Daleview Road.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **CITY ACADEMY**

Langley Way, Bath Row, Ladywood, Birmingham B15 2EF Tel: 0121 647 2760

[www.corecity.academy](http://www.corecity.academy)

Type:	Academy
Age range:	11–16
Published Admission Number:	150
DFE No:	330 4039

## **How to make an In-Year application**

[In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants.

## **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

## **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the school who will still be in attendance in September of the academic year of the sibling joining the school.
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the front school gates.

The Local Authority uses a computerised system (Cartology), which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the School.

### **Children with an Education Health and Care Plan**

Any child with an Education Health and Care Plan is required to be admitted to the school that is named in the statement. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Looked after or previously looked after children**

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989). In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

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 will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). These children are referred to as internationally adopted previously looked after children – "IAPLAC". Evidence will be required from the carer confirming that their child meets the above criteria in accordance with the DfE's non-statutory guidance on the admission of IAPLAC.

### **Siblings**

Siblings (brothers or sisters) 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
- are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or 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.

### **Distance**

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the front school gates. The Local Authority uses a computerised system, (Cartology), which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the school.

### **Shared Responsibility**

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

### **Final Qualifier**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.

In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.

### **Waiting Lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Applicants will be added to the school's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **In-Year Applications**

Applications made outside the normal admissions round (in-year admissions) should be made directly to the school. Parents/carers can apply for a place for their child at any time and to any school. The application form can be obtained from Birmingham Local Authority's website: [In-Year Application](#)

The school will notify parents of the decision in writing within 15 school days and will notify the local authority of both the application and its outcome to allow the Local Authority to keep up to date with figures on the availability of school places in Birmingham.

### **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **Fair Access**

The Governing Body of this Academy is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the front school gates.

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **COCKSHUT HILL SCHOOL**

Cockshut Hill, Yardley, Birmingham, B26 2HX Tel: 0121 464 2122

[www.cockshuthill.org.uk](http://www.cockshuthill.org.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	210
DFE No:	330 4022

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

Cockshut Hill Academy have adopted the Local Authority's definitions for, 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### Waiting Lists

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the school's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of the School grounds.

### Important

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## COLMERS SCHOOL & SIXTH FORM COLLEGE

Bristol Road South, Rednal, Birmingham, B45 9NY Tel: 0121 453 1778

[www.colmers.bham.sch.uk](http://www.colmers.bham.sch.uk)

Type:	Foundation
Age range:	11–19
Published Admission Number:	240
DFE No:	330 5416

### How to make an In-Year application

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## Previous admission pattern at the time of offer of places for Year 7

In 2022 and 2023 this school received more applications than there were places available. In 2024 all applicants were offered.

- 2022 – 705 preferences received ranking the school 1 – 6. Last child admitted lived 4486 metres from the school
- 2023 – 823 preferences received ranking the school 1 – 6. Last child admitted lived 2091 metres from the school
- 2024 – 658 preferences received ranking the school 1 – 6. All applicants offered

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Where the child has a sibling who will be attending the school in September 2025 and who lives within three miles of the school.
3. Where the child lives within three miles of the school.
4. Where the child has a sibling who will be attending the school in September 2025 but lives over three miles from the school.
5. Where the child lives over three miles from the school.

In each category priority will be given to those living nearest the school.

Colmers School have adopted the Local Authority's definitions for Children with an 'Education Health and Care Plan', 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

## Waiting List

A waiting list will be kept until at least the end of the Autumn term. The waiting list will be kept in strict oversubscription criteria order. Each added child will require the list to be ranked again in line with the oversubscription criteria.

## Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

## Sixth Form

In time Colmers will admit a maximum of 150 students to the Sixth Form.

### Sixth Form Entry requirements

- Students will need a minimum of 5 A\*-C GCSE qualifications.
- Students will need to meet the additional entry requirements for courses as identified in the Sixth Form prospectus.

### Oversubscription criteria

Where applications for the Sixth Form are oversubscribed (assuming entry requirements above have been met) the following criteria will apply:

1. The potential of the student to benefit from the curriculum and facilities offered by the school will be assessed.
2. Preference will be given to existing pupils, then looked after and previously looked after children, students for whom Colmers is named within their SEN statements and then those who live closest to the school.

**Note:** Distances are measured in a straight line from the school to home. The school is defined as the location of the front school gate situated in Belton Grove.

### Important

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **DAME ELIZABETH CADBURY SCHOOL**

Woodbrooke Road, Bournville, Birmingham, B30 1UL Tel: 0121 464 4040

[www.decschool.co.uk](http://www.decschool.co.uk)

Type:	Academy
Age range:	11–19
Published Admission Number:	130
DFE No:	330 4129

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1224 preferences received ranking the school 1 – 6. Last child admitted lived 2332 metres from the school
- 2023 – 1147 preferences received ranking the school 1 – 6. Last child admitted lived 2204 metres from the school
- 2024 – 1204 preferences received ranking the school 1 – 6. Last child admitted lived 2056 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Children in Public Care (looked after children) and previously looked after children

Definition: a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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.

2. Where a child has an older sibling currently attending the school when the application is made and who will be still attending the school in Years 8 – 11 in September of the relevant year. **Siblings of Sixth Form students DO NOT qualify for a sibling claim.**

Definition: 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
- Half brother or sister sharing one common parent
- Step brother or sister (i.e. related by 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 residency order).

3. Children of Staff employed at The Academy

Where a member of staff (\*\*) has been employed at The Academy for two or more years at the time at which the application for admission is made/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage / or the member of staff has been seconded to support another school within the Matrix Academy Trust.

\*\*All full time teaching staff. All full time support staff – (defined as those on a 37 hour week and above contract).

**The definition does not include contract staff. If service has been 'in house' and is subsequently 'contracted out' children of staff will no longer be eligible for priority admission under this criterion.**

4. Proximity of the child's home to the school, with those living nearest being accorded the higher priority, the distance being measured in a straight line

Definition of home address: the home address of the child is considered to be 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.

Distance between home and school will be a straight-line measurement from the pupil's residence to School gate on Woodbrooke Road based on the drive leading to the school's main entrance doors and reception. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the coordinates that are used to plot an applicant's home address within this system.

In each category priority will be given to those living nearest the school.



Dame Elizabeth Cadbury School have adopted the Local Authority's definitions for, , 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **In Year Admissions**

The school manages its own mid-year admissions. Applications for in-year admission (age groups other than the normal year of entry) must be made to Dame Elizabeth Cadbury School Admissions using the mid-year admissions form on Dame Elizabeth Cadbury School's website.

Parents will be notified of the outcome of their application within 15 school days of receipt of a completed mid-year application form.

### **Waiting List**

Parents may enquire about their child's position on the waiting list by contacting Dame Elizabeth Cadbury School on 0121 464 4040.

From 1<sup>st</sup> September 2025 parents wishing their child/ren to be placed on the Waiting List should contact Dame Elizabeth Cadbury School Admissions in writing to make their requests.

Waiting lists will be maintained until the end each academic year.

### **Appeals**

Parents whose children are refused admission to the school have the right of appeal to an independent appeal panel. The necessary forms and information should be obtained from the Clerk to the Appeal Panel, Dame Elizabeth Cadbury School, Woodbrooke Road, Bournville, Birmingham, B30 1UL to whom completed forms are returned. Please mark the envelope ADMISSION – APPEAL.

Appeals in respect of Year 7 intake for September 2025 should be lodged by Friday 11<sup>th</sup> April 2025.

### **Sixth Form**

Dame Elizabeth Cadbury School admits students to a maximum of 100 students in total in Years 12 & 13 subject to entry requirements being met. Applications to the sixth form are made directly to the school and details of the courses offered and the required criteria for each course can be found at:

<https://decschool.co.uk/sixthform/>

### **Over subscription criteria is as follows on condition of meeting the entry requirements:**

1. Looked after or previously looked after children.
2. Children of staff who are employed at the school.
3. Children who live nearest to the school.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the School gate on Woodbrooke Road based on the drive leading to the school's main entrance doors and reception.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# E-ACT HEARTLANDS ACADEMY

Great Francis Street, Nechells, Birmingham, B7 4QR Tel: 0121 464 3931

[www.heartlandsacademy.e-act.org.uk](http://www.heartlandsacademy.e-act.org.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	150
DFE No:	330 6905

## How to make an In-Year application

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

You will also be required to complete a supplementary information form (SIF) for the school for criteria showing stating that below. This is available from the School Office and online at: [Supplementary Information Form](#) **The SIF must be returned to the school office.** Both must be completed to be considered for a place.

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1726 preferences received ranking the school 1 – 6. Last child admitted lived 1243 metres from the school
- 2023 – 1040 preferences received ranking the school 1 – 6. Last child admitted lived 1499 metres from the school
- 2024 – 959 preferences received ranking the school 1 – 6. Last child admitted lived 1861 metres from the school

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

If there are more applicants than places as set out in the stated PAN, then the following oversubscription criteria for admissions will be used, in the following order:

1. A 'looked after child' or a child who was previously 'looked after' but immediately after being 'looked after', became the subject of an adoption, residence order or special guardianship order (as defined in the Notes).
2. Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons (the definition of which and process to be followed is set out in the Notes) which can only be met at the Academy. **Please note that a Supplementary Information Form (SIF) must be completed for an application under this criterion within the timescales for the point of entry required.**
3. Siblings (as defined in the Notes) of pupils currently on the roll at the Academy at the time of application for the proposed admission of the applicant.
4. Children currently on roll at the time of application at a Designated Feeder School (in the case of the Academy this is defined as Nechells E-ACT Primary Academy) on 31 October 2024.

5. Children who at the time of the application are eligible for the Pupil Premium or the Service Pupil Premium (each defined in the Notes). **Please note that a SIF form must be completed for an application under this criterion within the timescales for the point of entry required.**
6. Children whose parent/carer is a member of staff who has either been continuously employed at the Academy for two (2) or more years at the time of application for a place or has been recruited to fill a vacancy for which there is a demonstrable skill shortage. **Please note that a SIF form must be completed for an application under this criterion within the timescales for the point of entry required.**
7. Any other applications of which priority of placement will be given to children who live nearest to the Academy (including if this address is with a parent/carer with shared responsibility for the child or not). The child's home address will be the child's permanent place of residency and must not be a business address, or the address of a relative or carer, unless they have legal custody of the child. Applications must only be made from a single address.

### **Tiebreaker**

Once the above rules have been applied, and if there were to be a tie within any of the above rules, then any further places will be offered in distance order - Home to school distances will be measured in a direct line from a point on the home address as held by Birmingham City Council, defined in the Local Land and Property Gazetteer, (or similar property database) and the school front gate on Great Francis Street using Birmingham City Council's computerised mapping system.

Where two or more applicants have a home address at the same distance from Academy and it is necessary to decide which child will be admitted, random allocation will be used. The random allocation process will be independently supervised.

### **Multiple Births**

For application into any year group, in the case where there is one place left and the next pupil due to be admitted is one of a twin, triplet or other multiple birth group, both twins may be admitted, or all pupils in the case of multiple births, even if this goes above the capacity for the Academy.

### **Waiting List**

If any vacancies arise between National Offer Day and 31 December (the next working day if this falls on a weekend) of the same year for year 7, priority will be given to those on the waiting list managed by the Academy.

From 1 September to 31 August the waiting list for admissions into all other year groups of current school age children will be maintained by Birmingham City Council or the Academy.

If places become available during this period, or for the beginning of the following academic year, admissions will be handled in accordance with the In-Year Procedure outlined below.

Any places will be allocated from the waiting list using the oversubscription criteria set out above and not by the date that a child joined the waiting list. If parents decline an offer of a place, they may subsequently re-join the waiting list. The child's name will be added onto the end of the waiting list as extant at the time the request to re-join is made.

Each child added to the waiting list will require the overall waiting list for the Academy to be ranked again in line with the oversubscription criteria. Priority will not be given to children based on the date their application was received or their name was added to the list.

Looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol, will take precedence over those on a waiting list.

The Academy's waiting lists are only maintained for an academic year, so one will need to apply again for the next academic year.

### **In-Year Admission Arrangements - Making an in-year application**

Please refer to the Academy's website on how to make an application for an in-year place for your child. In year admissions will be handled in accordance with the Academy's In-Year Procedure on the website.

Where a vacancy is created through a planned move by parents to coincide with the start of an Academy term/half-term, the Academy will make an offer to the first child on the waiting list as soon as written notice of intention to remove the child from the Academy has been received from the parents. (If there is a change of circumstance for the pupil on roll at the Academy, e.g., the family wish to continue to educate their child at the Academy, then this will be reviewed at the Trust's discretion, appreciating that this may mean going above the capacity). The offer will be made for the child to be placed on roll at the start of the following term / half-term or sooner.

In all other circumstances where a place becomes vacant, for example, permanent exclusion, a place will be offered to the child in the first position on the waiting list, as soon as the pupil currently holding the place has been removed from the Academy's roll. Such formal removal will only take place after all appropriate procedures have been completed.

### **Admission outside the normal age group**

On very rare occasions, you may feel it is in your child's best interests for them to be admitted to school outside of their normal age group.

For example, you may feel it is better for your child to start in year 7 when other children their age are starting in Year 8. This may perhaps be due to your child's:

- ill health; or
- premature birth

You can apply for your child to start school outside of their normal age group, but you cannot insist that your child is admitted to a particular age group.

Any applications you make will be reviewed by the Academy. The Academy and the Trust will look at the:

- circumstances of your case
- best interests of your child; and
- views of the headteacher at the relevant Academy.

To apply for an admission outside of the normal age group for your child, you will need to apply within the admissions timescale to Birmingham City Council and send the Academy:

- a letter outlining the reason for the request
- any supporting evidence.

The Academy will make sure that you receive a response to your application before the National Offer Day – the date when parents are told which school their children will be going to as long as the letter and supporting evidence is received within in the timescales for applying for a place with Birmingham City Council - 31 October the year before the entry year the application is being made for.

You should still apply for a school place for your child's normal age group at the usual time: you can withdraw your application later if you need to.

If your application for a place outside of your child's normal age group is approved, you must apply for a place as part of the usual process and timescales for that age group.

If your application is refused, you must decide whether to:

accept the offer of a place for your child's normal age group when the offer is made

refuse the offer of a place and instead make an in-year application for admission to the expected year group.

The application under this criterion must be made at the same time as applying to Birmingham City Council for a place at the Academy within the usual admission timescales. An application does not guarantee a place for the child at the Academy and the application will be considered in the new cohort. Where the Academy agrees to a request in principle, they will write to the parents confirming their agreement. A request for admission outside the normal age group is not an application for admission, and parents will need to submit a separate application in the usual way at the appropriate time.

All applications

Where a request for admission to a different year group has been agreed in principle, the letter from the Academy confirming the decision to the applicant, must be submitted to the Birmingham City Council with the application for admission.

### **Appeals Process**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

**For the avoidance of doubt the sixth form appeal are managed by the Academy. Please see Birmingham City Council's website for further information and timelines.**

### **Sixth Form Admissions**

All E-ACT Year 11 students who meet the minimum entry requirements, are eligible to apply to progress to Year 12. Places are initially offered to internal and eligible Year 11 students and then to external applicants who meet the minimum entry requirements.

Our PAN in sixth form is 100 in Year 12, providing a total of 200 places in the sixth form. This number may be exceeded when places in subjects are still available.

All internal applicants will be admitted for the agreed courses if they meet our minimum entry requirements and course places remain available. If there are more applicants than places, then places will be allocated according to the oversubscription criteria.

### **Sixth Form Application Procedure**

Applications from students will close by the second Friday in December each year and students should use the relevant application form available on the website.

Minimum entry requirements, which are the same for both internal and external applicants are detailed below.

On application, prospective students will be invited in for an informal meeting as an opportunity to ask questions, have a tour of the Academy and find out more about the options. This does not form part of the decision to offer a place.

### **Sixth Form Entry Requirements**

Entry requirements are the same for internal and external students and must meet the minimum of 3 GCSE grades at 5 and 2 GCSE grades at 4 or their equivalent. Some subjects require higher entry criteria so in order to be admitted onto an A level course in those subjects then a 6 must be achieved in that subject at GCSE. A student needs to meet the subject specific entry requirements as detailed in the Sixth Form Prospectus for the year of entry.

A student may be considered for exceptional entry depending on individual circumstances. An interview with the Head of Sixth Form may be required for these students.

The Academy will determine the number of subjects and qualifications a student should be taking; the Trust will be the final arbiter.

### **Subjects Studied**

A student who has qualified for admission will, in most cases, be able to study the subjects for which he/she is qualified, but this is dependent on the following:

- the course(s) required is / are on offer
- group sizes are viable. If a subject or course does not attract sufficient applicants either at AS, A2 or BTEC Level, it may not run; and
- there are enough places in the classes provided for each subject. The Academy reserves the right to refuse admission to subjects when planned classes are full.

### **Extenuating circumstances**

In exceptional circumstances (for example prolonged illness, difficult family circumstances) which have caused a student to underachieve at GCSE (or equivalent), the Academy may consider an offer to enter the Sixth Form on a trial basis. In such cases, an offer to be made will be based on:

An assessment of the individual's circumstances (this is likely to involve an interview)

Medical evidence, in the case of prolonged illness

The availability of places on the chosen courses

Suitability of candidate for chosen courses

In these cases, offers will be made on a trial basis, to be reviewed by the final teaching day in September. At the end of the trial period a decision will be made on whether the Academy is satisfied that the student is enrolled on suitable courses.

### **Fair Access Protocol**

The Academy complies with Birmingham City Council's Fair Access Protocol to ensure that outside the normal admissions round that unplaced, vulnerable and those who are unable to secure a school place in-year (including Child in Need/Child Protection Plan, children in refuge, children in formal kinship care arrangements, children who have been out of education for four or more weeks and previously looked after children for whom the local authority has been unable to promptly secure a school place), are found and offered a place quickly, so that the amount of time any child is out of school is kept to a minimum.

Explanation of terms relating to all Categories of Admission

### **Note 1 - Definition of Looked after children and previously looked after children**

For admissions purposes a 'looked after child' is a child who is in the care of a local authority in England, or is being provided with accommodation by a local authority in England in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989). Internationally adopted previously looked after children (IAPLAC), that is children who appear to have been in state care outside of England and ceased to be in care as a result of being adopted, will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). This covers accommodated children and those who are in care under a

Care Order/interim order. This can include living with family or friends, in foster care, a children's home, residential school, special school or in supported lodgings.

This rule includes children who were previously looked after and immediately after being looked after became the subject of an adoption, child arrangement order or special guardianship order as set out below. For the avoidance of doubt, this includes children who may have been 'looked after' in other jurisdictions. To note, when assessing this, reasonable efforts to verify will be made but, for example, translations will not necessarily be required if it is reasonable to assume that a child was more likely than not to have been 'looked after' or 'previously looked after'.

Child arrangements order: is an order setting the arrangements to be made as to the person with whom the child is to live under the Children and Families Act 2014.

Special guardianship order: is an order appointing one or more individuals to be a child's special guardian (or special guardians) under Section 14A of the Children Act 1989.

### **Note 2 - Adopted Child**

An adopted child is a child who was adopted under the Adoption Act 1976 or the Adoption and Children Act 2002 or its equivalent in other jurisdiction or where a child has been adopted outside of the United Kingdom then relevant official documentation may be required in respect of the adoption

### **Note 3 - Sibling**

A sibling is a brother or sister. For admission purposes this means one of two or more individuals who have one or more parent in common or any other child (including an adopted or fostered child) who lives at the same address and for whom the parent also has parental responsibility or, (in the case of a fostered child) delegated authority or those that are placed in the same home due to a court order, not just a foster placement. A pupil in a secondary school will only count to provide a priority to a sibling if he or she is attending the school in Year 7 -

10 at the time the application is made and is still expected to be on the school's roll at the time of the proposed admission (September).

#### **Note 4 - Parent**

The application form should be completed by a person who is the student's parent. This is as defined in law (the Education Act 1996) as either:

- Any person who has parental responsibility (defined in Children Act 1989) for the child or young person; or
- Any person who has care of the child or young person.

#### **Note 5 - Normal Home Address**

This is the child's home address. This must be where the parent or legal carer of the child live together unless it is proved that the child is resident elsewhere with someone who has legal care and control of the child.

The address should be a residential property that can be permanently occupied 52 weeks of the year without any restrictions on occupation and not subjected to any planning or contractual restrictions on the duration of occupancy and is your child's only or main residence that is owned, leased, or rented by the child's parent(s) or person with legal care and control of the child.

If the residence is not split equally between the Parent(s)/Carer(s), then the relevant address used will be the address at which the Academy is satisfied that the child spends the majority of the school week. Where there is an equal split or there is any doubt about residence, the Academy will make a judgment about which address to use for the purposes of allocation. In making this judgment the Academy will take into account the following (this is not intended to be an exhaustive list but illustrative of the items which may be considered as suitable evidence):

- any legal documentation confirming residence e.g. GP registration for the child and family
- the pattern of the residence
- the period of time over which the current arrangement has been in place
- confirmation from the previous school of the contact details and home address provided to them by the parents

Where a school is oversubscribed, the Academy need to be satisfied that places are allocated lawfully, in accordance with the oversubscription criteria. The Academy expect to have some level of certainty about a family's intended new address, so that they can allocate a place lawfully.

The Academy endeavour to be flexible in what they will accept as confirmation of address, whilst ensuring that the statutory duties are met.

#### **Note 6 – Supplementary Information Form (SIF)**

Where the Academy accepts and approves the child has met the criterion, they will write to the parents confirming the decision. A request for admission under the criterion is not an application for admission, and parents will need to submit a separate application in the usual way at the appropriate time.

#### **Note 7 – Pupil Premium or the Service Pupil Premium**

##### **Pupil Premium**

The Pupil Premium is additional funding provided to publicly-funded schools in England with the aim of raising the attainment of disadvantaged children.

##### **Service Pupil Premium**

Pupils attract Service Pupil Premium if they meet one of the following criteria:

- one of their parents is serving in the regular armed forces (including pupils with a parent who is on full commitment as part of the full time reserve service)
- they have been registered as a 'service child' on the January school census at any point since 2016; or
- one of their parents died whilst serving in the armed forces and the pupil receives a pension under the

## Armed Forces Compensation Scheme or the War Pensions Scheme

On publication of this document the current information and eligibility criteria can be located:

<https://www.gov.uk/government/publications/pupil-premium/pupil-premium>

### **Note 8 – UK forces personnel and crown servants**

The School Admissions Code requires that for families of UK service personnel with a confirmed posting to their area or Crown servants returning from overseas to live in that area, admission authorities must allocate a school place in advance of their move, provided their application is accompanied by an official letter declaring a relocation date and unit address or quartering address.

Returning UK forces personnel and crown servants will be dealt with in line with the guidance under the Schools Admissions Code.

Where vacancies exist at the academy, places will be allocated to the family in advance of their move, even if they do not yet have a confirmed address.

Where a school is oversubscribed, they will need to be satisfied that places are allocated lawfully, in accordance with the oversubscription criteria. The Academy expect to have some level of certainty about a family's intended new address, so that they can allocate a place lawfully.

The Academy endeavour to be flexible in what they will accept as confirmation of address, whilst ensuring that statutory duties are met.

### **Note 9 - Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons**

Applications for Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons will only be considered at the time of the initial application, unless there has been a significant and exceptional change of circumstances within the family since the initial application was submitted. All academies in E-ACT have experience in dealing with children with diverse social and medical needs. All applications must be made on a SIF form and submitted directly to the Academy whilst still applying for a place within the usual timescales for point of entry with Birmingham City Council or follow the in-year admissions process.

In a few very exceptional cases, there are reasons why a child has to go to one specific school. All applications are considered individually but a successful application should include the following:

- Specific recent professional evidence that justifies why only one school can meet a child's individual needs, and/or
- Professional evidence that outlines exceptional family circumstances making clear why only one school can meet the child's needs.

If the requested school is not the nearest school to the child's home address clear reasons why the nearest school is not appropriate.

For medical cases – a clear explanation of why the child's severity of illness or disability makes attendance at a specific school essential. Evidence should make clear why only one school is appropriate.

The medical circumstances must relate to the child, and parents will be expected to provide supporting evidence from a consultant who is monitoring the child's condition (ie. not solely a General Practitioner (GP) in relation to medical circumstances, or a social worker (or other appropriate professionally qualified person) in relation to social circumstances. All supporting evidence showing why education should be at the preferred school and must be submitted at the time of application, when applying for year 7 or 12 at the usual point of entry.

The Academy will consider all claimed Exceptional and Compelling Medical, Psychological, Social or Special Access needs circumstances in line with admissions criterion and inform parents of their decision.

### **An Exceptional and Compelling Medical, Psychological, Social or Special Access**

Reasons application will generally not be upheld in cases where more than one school could meet the child's need. In exceptional cases relating to a disability, where more than one school in the area can meet the child's specific needs, a clear and compelling case can be made for the "nearest" school with the relevant facilities,



environment, or location. You must clearly explain why attendance at the “nearest” school with these facilities is essential.

Evidence relating to the medical or social circumstances of the parent can be considered, but only if this impacts on the child and their need to attend a specific school. Requests may not be considered if long-term medical issues with mobility issues are cited, for example, and you have not applied to your closest school. Please note that the following are unlikely to be considered grounds for exceptional medical/social needs:

- speech & language delay
- child is awaiting an Education, Health and Care Plan (EHCP)
- asthma, diabetes, eczema, or allergies
- car/travel sickness
- the need for a child to stay in friendship groups
- family attending the same school
- child care arrangement; and/or
- short term mobility issues.

If you feel that one of these examples should be considered, you will need to prove how this has a significant impact on your child and why only the Academy can meet your child's exceptional need. The application under this criterion will be reviewed by the Headteacher and SENCO at the Academy.

### **Contact details for the Academy**

Admissions Officer

Telephone: 0121 464 3931

E-mail: [heartlands.enquiry@e-act.org.uk](mailto:heartlands.enquiry@e-act.org.uk)

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school front gate on Great Francis Street.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **E-ACT NORTH BIRMINGHAM ACADEMY**

College Road, Erdington, Birmingham, B44 0HF Tel: 0121 373 1647

[www.northbirminghamacademy.e-act.org.uk](http://www.northbirminghamacademy.e-act.org.uk)

Type:	Academy
Age range:	11–19
Published Admission Number:	240
DFE No:	330 6909

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

You will also be required to complete a supplementary information form (SIF) for the school for criteria showing stating that below. This is available from the School Office and online at: [Supplementary Information Form](#) **The SIF must be returned to the school office.** Both must be completed to be considered for a place.

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2024 there were more applicants than there were places available. In 2023 all applicants were offered.

- 2022 – 704 preferences received ranking the school 1 – 6. Last child admitted lived 1587 metres from the school
- 2023 – 656 preferences received ranking the school 1 – 6. All applicants offered
- 2024 – 685 preferences received ranking the school 1 – 6. Last child admitted lived 3707 metres from the school

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. A 'looked after child' or a child who was previously 'looked after' but immediately after being 'looked after', became the subject of an adoption, residence order or special guardianship order (as defined in the Notes).
2. Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons (the definition of which and process to be followed is set out in the Notes) which can only be met at the Academy. **Please note that a Supplementary Information Form (SIF) must be completed for an application under this criterion within the timescales for the point of entry required.**
3. Siblings (as defined in the Notes) of pupils currently on the roll at the Academy at the time of application for the proposed admission of the applicant.
4. Children who at the time of the application are eligible for the Pupil Premium or the Service Pupil Premium (each defined in the Notes). **Please note that a SIF form must be completed for an application under this criterion within the timescales for the point of entry required.**
5. Children whose parent/carer is a member of staff who has either been continuously employed at the Academy for two (2) or more years at the time of application for a place or has been recruited to fill a vacancy for which there is a demonstrable skill shortage. **Please note that a SIF form must be completed for an application under this criterion within the timescales for the point of entry required.**
6. Any other applications of which priority of placement will be given to children who live nearest to the Academy (including if this address is with a parent/carer with shared responsibility for the child or not). The child's home address will be the child's permanent place of residency and must not be a business address, or the address of a relative or carer, unless they have legal custody of the child. Applications must only be made from a single address.

## Tiebreaker

Once the above rules have been applied, and if there were to be a tie within any of the above rules, then any further places will be offered in distance order - Home to school distances will be measured in a direct line from a point on the home address as held by Birmingham City Council, defined in the Local Land and Property Gazetteer, (or similar property database) and the school gate using Birmingham City Council's computerised mapping system.

Where two or more applicants have a home address at the same distance from Academy and it is necessary to decide which child will be admitted, random allocation will be used. The random allocation process will be independently supervised.

### **Multiple Births**

For application into any year group, in the case where there is one place left and the next pupil due to be admitted is one of a twin, triplet or other multiple birth group, both twins may be admitted, or all pupils in the case of multiple births, even if this goes above the capacity for the Academy.

### **Waiting List**

If any vacancies arise between National Offer Day and 31 December (the next working day if this falls on a weekend) of the same year for year 7, priority will be given to those on the waiting list managed by the Academy.

From 1 September to 31 August the waiting list for admissions into all other year groups of current school age children will be maintained by Birmingham City Council or the Academy.

If places become available during this period, or for the beginning of the following academic year, admissions will be handled in accordance with the In-Year Procedure outlined below.

Any places will be allocated from the waiting list using the oversubscription criteria set out above and not by the date that a child joined the waiting list. If parents decline an offer of a place, they may subsequently re-join the waiting list. The child's name will be added onto the end of the waiting list as extant at the time the request to re-join is made.

Each child added to the waiting list will require the overall waiting list for the Academy to be ranked again in line with the oversubscription criteria. Priority will not be given to children based on the date their application was received or their name was added to the list.

Looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol, will take precedence over those on a waiting list.

The Academy's waiting lists are only maintained for an academic year, so one will need to apply again for the next academic year.

### **In-Year Admission Arrangements - Making an in-year application**

Please refer to the Academy's website on how to make an application for an in-year place for your child. In year admissions will be handled in accordance with the Academy's In-Year Procedure on the website.

Where a vacancy is created through a planned move by parents to coincide with the start of an Academy term/half-term, the Academy will make an offer to the first child on the waiting list as soon as written notice of intention to remove the child from the Academy has been received from the parents. (If there is a change of circumstance for the pupil on roll at the Academy, e.g., the family wish to continue to educate their child at the Academy, then this will be reviewed at the Trust's discretion, appreciating that this may mean going above the capacity). The offer will be made for the child to be placed on roll at the start of the following term / half-term or sooner.

In all other circumstances where a place becomes vacant, for example, permanent exclusion, a place will be offered to the child in the first position on the waiting list, as soon as the pupil currently holding the place has been removed from the Academy's roll. Such formal removal will only take place after all appropriate procedures have been completed.

### **Admission outside the normal age group**

On very rare occasions, you may feel it is in your child's best interests for them to be admitted to school outside of their normal age group.

For example, you may feel it is better for your child to start in year 7 when other children their age are starting in Year 8. This may perhaps be due to your child's:

- ill health; or
- premature birth

You can apply for your child to start school outside of their normal age group, but you cannot insist that your child is admitted to a particular age group.

Any applications you make will be reviewed by the Academy. The Academy and the Trust will look at the:

- circumstances of your case
- best interests of your child; and
- views of the headteacher at the relevant Academy.

To apply for an admission outside of the normal age group for your child, you will need to apply within the admissions timescale to Birmingham City Council and send the Academy:

- a letter outlining the reason for the request
- any supporting evidence.

The Academy will make sure that you receive a response to your application before the National Offer Day – the date when parents are told which school their children will be going to as long as the letter and supporting evidence is received within in the timescales for applying for a place with Birmingham City Council - 31 October the year before the entry year the application is being made for.

You should still apply for a school place for your child's normal age group at the usual time: you can withdraw your application later if you need to.

If your application for a place outside of your child's normal age group is approved, you must apply for a place as part of the usual process and timescales for that age group.

If your application is refused, you must decide whether to:

accept the offer of a place for your child's normal age group when the offer is made

refuse the offer of a place and instead make an in-year application for admission to the expected year group.

The application under this criterion must be made at the same time as applying to Birmingham City Council for a place at the Academy within the usual admission timescales. An application does not guarantee a place for the child at the Academy and the application will be considered in the new cohort. Where the Academy agrees to a request in principle, they will write to the parents confirming their agreement. A request for admission outside the normal age group is not an application for admission, and parents will need to submit a separate application in the usual way at the appropriate time.

All applications

Where a request for admission to a different year group has been agreed in principle, the letter from the Academy confirming the decision to the applicant, must be submitted to the Birmingham City Council with the application for admission.

### **Appeals Process**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

**For the avoidance of doubt the sixth form appeal are managed by the Academy. Please see Birmingham City Council's website for further information and timelines.**

### **Sixth Form Admissions**

All E-ACT Year 11 students who meet the minimum entry requirements, are eligible to apply to progress to Year 12. Places are initially offered to internal and eligible Year 11 students and then to external applicants who meet the minimum entry requirements.

Our PAN in sixth form is 140 in Year 12, providing a total of 280 places in the sixth form. This number may be exceeded when places in subjects are still available.

All internal applicants will be admitted for the agreed courses if they meet our minimum entry requirements and course places remain available. If there are more applicants than places, then places will be allocated according to the oversubscription criteria.

### **Sixth Form Application Procedure**

Applications from students will close by the second Friday in December each year and students should use the relevant application form available on the website.

Minimum entry requirements, which are the same for both internal and external applicants are detailed below.

On application, prospective students will be invited in for an informal meeting as an opportunity to ask questions, have a tour of the Academy and find out more about the options. This does not form part of the decision to offer a place.

### **Sixth Form Entry Requirements**

Entry requirements are the same for internal and external students and must meet the minimum of 3 GCSE grades at 5 and 2 GCSE grades at 4 or their equivalent. Some subjects require higher entry criteria so in order to be admitted onto an A level course in those subjects then a 6 must be achieved in that subject at GCSE. A student needs to meet the subject specific entry requirements as detailed in the Sixth Form Prospectus for the year of entry.

A student may be considered for exceptional entry depending on individual circumstances. An interview with the Head of Sixth Form may be required for these students.

The Academy will determine the number of subjects and qualifications a student should be taking; the Trust will be the final arbiter.

### **Subjects Studied**

A student who has qualified for admission will, in most cases, be able to study the subjects for which he/she is qualified, but this is dependent on the following:

- the course(s) required is / are on offer
- group sizes are viable. If a subject or course does not attract sufficient applicants either at AS, A2 or BTEC Level, it may not run; and
- there are enough places in the classes provided for each subject. The Academy reserves the right to refuse admission to subjects when planned classes are full.

### **Extenuating circumstances**

In exceptional circumstances (for example prolonged illness, difficult family circumstances) which have caused a student to underachieve at GCSE (or equivalent), the Academy may consider an offer to enter the Sixth Form on a trial basis. In such cases, an offer to be made will be based on:

An assessment of the individual's circumstances (this is likely to involve an interview)

Medical evidence, in the case of prolonged illness

The availability of places on the chosen courses

Suitability of candidate for chosen courses

In these cases, offers will be made on a trial basis, to be reviewed by the final teaching day in September. At the end of the trial period a decision will be made on whether the Academy is satisfied that the student is enrolled on suitable courses.

### **Fair Access Protocol**

The Academy complies with Birmingham City Council's Fair Access Protocol to ensure that outside the normal admissions round that unplaced, vulnerable and those who are unable to secure a school place in-year (including Child in Need/Child Protection Plan, children in refuge, children in formal kinship care arrangements, children who have been out of education for four or more weeks and previously looked after children for whom the local authority has been unable to promptly secure a school place), are found and offered a place quickly, so that the amount of time any child is out of school is kept to a minimum.

Explanation of terms relating to all Categories of Admission

### **Note 1 - Definition of Looked after children and previously looked after children**

For admissions purposes a 'looked after child' is a child who is in the care of a local authority in England, or is being provided with accommodation by a local authority in England in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989). Internationally adopted previously looked after children (IAPLAC), that is children who appear to have been in state care outside of England and

ceased to be in care as a result of being adopted, will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). This covers accommodated children and those who are in care under a

Care Order/interim order. This can include living with family or friends, in foster care, a children's home, residential school, special school or in supported lodgings.

This rule includes children who were previously looked after and immediately after being looked after became the subject of an adoption, child arrangement order or special guardianship order as set out below. For the avoidance of doubt, this includes children who may have been 'looked after' in other jurisdictions. To note, when assessing this, reasonable efforts to verify will be made but, for example, translations will not necessarily be required if it is reasonable to assume that a child was more likely than not to have been 'looked after' or 'previously looked after'.

Child arrangements order: is an order setting the arrangements to be made as to the person with whom the child is to live under the Children and Families Act 2014.

Special guardianship order: is an order appointing one or more individuals to be a child's special guardian (or special guardians) under Section 14A of the Children Act 1989.

### **Note 2 - Adopted Child**

An adopted child is a child who was adopted under the Adoption Act 1976 or the Adoption and Children Act 2002 or its equivalent in other jurisdiction or where a child has been adopted outside of the United Kingdom then relevant official documentation may be required in respect of the adoption

### **Note 3 - Sibling**

A sibling is a brother or sister. For admission purposes this means one of two or more individuals who have one or more parent in common or any other child (including an adopted or fostered child) who lives at the same address and for whom the parent also has parental responsibility or, (in the case of a fostered child) delegated authority or those that are placed in the same home due to a court order, not just a foster placement. A pupil in a secondary school will only count to provide a priority to a sibling if he or she is attending the school in Year 7 - 10 at the time the application is made and is still expected to be on the school's roll at the time of the proposed admission (September).

### **Note 4 - Parent**

The application form should be completed by a person who is the student's parent. This is as defined in law (the Education Act 1996) as either:

- Any person who has parental responsibility (defined in Children Act 1989) for the child or young person; or
- Any person who has care of the child or young person.

### **Note 5 - Normal Home Address**

This is the child's home address. This must be where the parent or legal carer of the child live together unless it is proved that the child is resident elsewhere with someone who has legal care and control of the child.

The address should be a residential property that can be permanently occupied 52 weeks of the year without any restrictions on occupation and not subjected to any planning or contractual restrictions on the duration of occupancy and is your child's only or main residence that is owned, leased, or rented by the child's parent(s) or person with legal care and control of the child.

If the residence is not split equally between the Parent(s)/Carer(s), then the relevant address used will be the address at which the Academy is satisfied that the child spends the majority of the school week. Where there is an equal split or there is any doubt about residence, the Academy will make a judgment about which address to use for the purposes of allocation. In making this judgment the Academy will take into account the following (this is not intended to be an exhaustive list but illustrative of the items which may be considered as suitable evidence):

- any legal documentation confirming residence e.g. GP registration for the child and family
- the pattern of the residence

- the period of time over which the current arrangement has been in place
- confirmation from the previous school of the contact details and home address provided to them by the parents

Where a school is oversubscribed, the Academy need to be satisfied that places are allocated lawfully, in accordance with the oversubscription criteria. The Academy expect to have some level of certainty about a family's intended new address, so that they can allocate a place lawfully.

The Academy endeavour to be flexible in what they will accept as confirmation of address, whilst ensuring that the statutory duties are met.

#### **Note 6 – Supplementary Information Form (SIF)**

Where the Academy accepts and approves the child has met the criterion, they will write to the parents confirming the decision. A request for admission under the criterion is not an application for admission, and parents will need to submit a separate application in the usual way at the appropriate time.

#### **Note 7 – Pupil Premium or the Service Pupil Premium**

##### **Pupil Premium**

The Pupil Premium is additional funding provided to publicly-funded schools in England with the aim of raising the attainment of disadvantaged children.

##### **Service Pupil Premium**

Pupils attract Service Pupil Premium if they meet one of the following criteria:

- one of their parents is serving in the regular armed forces (including pupils with a parent who is on full commitment as part of the full time reserve service)
- they have been registered as a 'service child' on the January school census at any point since 2016; or
- one of their parents died whilst serving in the armed forces and the pupil receives a pension under the Armed Forces Compensation Scheme or the War Pensions Scheme

On publication of this document the current information and eligibility criteria can be located:

<https://www.gov.uk/government/publications/pupil-premium/pupil-premium>

#### **Note 8 – UK forces personnel and crown servants**

The School Admissions Code requires that for families of UK service personnel with a confirmed posting to their area or Crown servants returning from overseas to live in that area, admission authorities must allocate a school place in advance of their move, provided their application is accompanied by an official letter declaring a relocation date and unit address or quartering address.

Returning UK forces personnel and crown servants will be dealt with in line with the guidance under the Schools Admissions Code.

Where vacancies exist at the academy, places will be allocated to the family in advance of their move, even if they do not yet have a confirmed address.

Where a school is oversubscribed, they will need to be satisfied that places are allocated lawfully, in accordance with the oversubscription criteria. The Academy expect to have some level of certainty about a family's intended new address, so that they can allocate a place lawfully.

The Academy endeavour to be flexible in what they will accept as confirmation of address, whilst ensuring that statutory duties are met.

#### **Note 9 - Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons**

Applications for Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons will only be considered at the time of the initial application, unless there has been a significant and exceptional change of circumstances within the family since the initial application was submitted. All academies in E-ACT have

experience in dealing with children with diverse social and medical needs. All applications must be made on a SIF form and submitted directly to the Academy whilst still applying for a place within the usual timescales for point of entry with Birmingham City Council or follow the in-year admissions process.

In a few very exceptional cases, there are reasons why a child has to go to one specific school. All applications are considered individually but a successful application should include the following:

- Specific recent professional evidence that justifies why only one school can meet a child's individual needs, and/or
- Professional evidence that outlines exceptional family circumstances making clear why only one school can meet the child's needs.

If the requested school is not the nearest school to the child's home address clear reasons why the nearest school is not appropriate.

For medical cases – a clear explanation of why the child's severity of illness or disability makes attendance at a specific school essential. Evidence should make clear why only one school is appropriate.

The medical circumstances must relate to the child, and parents will be expected to provide supporting evidence from a consultant who is monitoring the child's condition (ie. not solely a General Practitioner (GP) in relation to medical circumstances, or a social worker (or other appropriate professionally qualified person) in relation to social circumstances. All supporting evidence showing why education should be at the preferred school and must be submitted at the time of application, when applying for year 7 or 12 at the usual point of entry.

The Academy will consider all claimed Exceptional and Compelling Medical, Psychological, Social or Special Access needs circumstances in line with admissions criterion and inform parents of their decision.

**An Exceptional and Compelling Medical, Psychological, Social or Special Access**

Reasons application will generally not be upheld in cases where more than one school could meet the child's need. In exceptional cases relating to a disability, where more than one school in the area can meet the child's specific needs, a clear and compelling case can be made for the "nearest" school with the relevant facilities, environment, or location. You must clearly explain why attendance at the "nearest" school with these facilities is essential.

Evidence relating to the medical or social circumstances of the parent can be considered, but only if this impacts on the child and their need to attend a specific school. Requests may not be considered if long-term medical issues with mobility issues are cited, for example, and you have not applied to your closest school. Please note that the following are unlikely to be considered grounds for exceptional medical/social needs:

- speech & language delay
- child is awaiting an Education, Health and Care Plan (EHCP)
- asthma, diabetes, eczema, or allergies
- car/travel sickness
- the need for a child to stay in friendship groups
- family attending the same school
- child care arrangement; and/or
- short term mobility issues.

If you feel that one of these examples should be considered, you will need to prove how this has a significant impact on your child and why only the Academy can meet your child's exceptional need. The application under this criterion will be reviewed by the Headteacher and SENCO at the Academy.

### **Contact details for the Academy**

Admissions Officer

Telephone: 0121 373 1647

Email: [NBA.Enquiries@E-ACT.org.uk](mailto:NBA.Enquiries@E-ACT.org.uk)



**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school gate.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **E-ACT SHENLEY ACADEMY**

Shenley Lane, Northfield, Birmingham B29 4HE Tel: 0121 464 5191

[www.shenleyacademy.org.uk](http://www.shenleyacademy.org.uk)

Type:	Academy
Age range:	11–16
Published Admission Number:	180
DFE No:	330 6907

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

You will also be required to complete a supplementary information form (SIF) for the school for criteria showing stating that below. This is available from the School Office and online at: [Supplementary Information Form](#) The SIF must be returned to the school office. Both must be completed to be considered for a place.

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 this school received less applicants than it had places available, so all applicants were offered. In 2024 this school received more applications than there were places available.

- 2022 – 591 preferences received ranking the school 1–6. All Applicants offered
- 2023 – 599 preferences received ranking the school 1–6. All Applicants offered
- 2024 – 609 preferences received ranking the school 1 – 6. Last child admitted lived 6203 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

8. A 'looked after child' or a child who was previously 'looked after' but immediately after being 'looked after', became the subject of an adoption, residence order or special guardianship order (as defined in the Notes).
9. Exceptional and Compelling Medical, Psychological, Social or Special

Access Reasons (the definition of which and process to be followed is set out in the Notes) which can only be met at the Academy. **Please note that a Supplementary Information Form (SIF) must be completed for an application under this criterion within the timescales for the point of entry required.**

10. Siblings (as defined in the Notes) of pupils currently on the roll at the Academy at the time of application for the proposed admission of the applicant.
11. Children who at the time of the application are eligible for the Pupil Premium or the Service Pupil Premium (each defined in the Notes). **Please note that a SIF form must be completed for an application under this criterion within the timescales for the point of entry required.**
12. Children whose parent/carer is a member of staff who has either been continuously employed at the Academy for two (2) or more years at the time of application for a place or has been recruited to fill a vacancy for which there is a demonstrable skill shortage. **Please note that a SIF form must be completed for an application under this criterion within the timescales for the point of entry required.**
13. Any other applications of which priority of placement will be given to children who live nearest to the Academy (including if this address is with a parent/carer with shared responsibility for the child or not). The child's home address will be the child's permanent place of residency and must not be a business address, or the address of a relative or carer, unless they have legal custody of the child. Applications must only be made from a single address.

### **Tiebreaker**

Once the above rules have been applied, and if there were to be a tie within any of the above rules, then any further places will be offered in distance order - Home to school distances will be measured in a direct line from a point on the home address as held by Birmingham City Council, defined in the Local Land and Property Gazetteer, (or similar property database) to the school gate on Shenley Lane using Birmingham City Council's computerised mapping system.

Where two or more applicants have a home address at the same distance from Academy and it is necessary to decide which child will be admitted, random allocation will be used. The random allocation process will be independently supervised.

### **Multiple Births**

For application into any year group, in the case where there is one place left and the next pupil due to be admitted is one of a twin, triplet or other multiple birth group, both twins may be admitted, or all pupils in the case of multiple births, even if this goes above the capacity for the Academy.

### **Waiting List**

If any vacancies arise between National Offer Day and 31 December (the next working day if this falls on a weekend) of the same year for year 7, priority will be given to those on the waiting list managed by the Academy.

From 1 September to 31 August the waiting list for admissions into all other year groups of current school age children will be maintained by Birmingham City Council or the Academy.

If places become available during this period, or for the beginning of the following academic year, admissions will be handled in accordance with the In-Year Procedure outlined below.

Any places will be allocated from the waiting list using the oversubscription criteria set out above and not by the date that a child joined the waiting list. If parents decline an offer of a place, they may subsequently re-join the waiting list. The child's name will be added onto the end of the waiting list as extant at the time the request to re-join is made.

Each child added to the waiting list will require the overall waiting list for the Academy to be ranked again in line with the oversubscription criteria. Priority will not be given to children based on the date their application was received or their name was added to the list.

Looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol, will take precedence over those on a waiting list.

The Academy's waiting lists are only maintained for an academic year, so one will need to apply again for the next academic year.

### **In-Year Admission Arrangements - Making an in-year application**

Please refer to the Academy's website on how to make an application for an in-year place for your child. In year admissions will be handled in accordance with the Academy's In-Year Procedure on the website.

Where a vacancy is created through a planned move by parents to coincide with the start of an Academy term/half-term, the Academy will make an offer to the first child on the waiting list as soon as written notice of intention to remove the child from the Academy has been received from the parents. (If there is a change of circumstance for the pupil on roll at the Academy, e.g., the family wish to continue to educate their child at the Academy, then this will be reviewed at the Trust's discretion, appreciating that this may mean going above the capacity). The offer will be made for the child to be placed on roll at the start of the following term / half-term or sooner.

In all other circumstances where a place becomes vacant, for example, permanent exclusion, a place will be offered to the child in the first position on the waiting list, as soon as the pupil currently holding the place has been removed from the Academy's roll. Such formal removal will only take place after all appropriate procedures have been completed.

### **Admission outside the normal age group**

On very rare occasions, you may feel it is in your child's best interests for them to be admitted to school outside of their normal age group.

For example, you may feel it is better for your child to start in year 7 when other children their age are starting in Year 8. This may perhaps be due to your child's:

- ill health; or
- premature birth

You can apply for your child to start school outside of their normal age group, but you cannot insist that your child is admitted to a particular age group.

Any applications you make will be reviewed by the Academy. The Academy and the Trust will look at the:

- circumstances of your case
- best interests of your child; and
- views of the headteacher at the relevant Academy.

To apply for an admission outside of the normal age group for your child, you will need to apply within the admissions timescale to Birmingham City Council and send the Academy:

- a letter outlining the reason for the request
- any supporting evidence.

The Academy will make sure that you receive a response to your application before the National Offer Day – the date when parents are told which school their children will be going to as long as the letter and supporting evidence is received within in the timescales for applying for a place with Birmingham City Council - 31 October the year before the entry year the application is being made for.

You should still apply for a school place for your child's normal age group at the usual time: you can withdraw your application later if you need to.

If your application for a place outside of your child's normal age group is approved, you must apply for a place as part of the usual process and timescales for that age group.

If your application is refused, you must decide whether to:

accept the offer of a place for your child's normal age group when the offer is made  
refuse the offer of a place and instead make an in-year application for admission to the expected year group.

The application under this criterion must be made at the same time as applying to Birmingham City Council for a place at the Academy within the usual admission timescales. An application does not guarantee a place for the child at the Academy and the application will be considered in the new cohort. Where the Academy agrees to a

request in principle, they will write to the parents confirming their agreement. A request for admission outside the normal age group is not an application for admission, and parents will need to submit a separate application in the usual way at the appropriate time.

All applications

Where a request for admission to a different year group has been agreed in principle, the letter from the Academy confirming the decision to the applicant, must be submitted to the Birmingham City Council with the application for admission.

### **Appeals Process**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

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Explanation of terms relating to all Categories of Admission

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A sibling is a brother or sister. For admission purposes this means one of two or more individuals who have one or more parent in common or any other child (including an adopted or fostered child) who lives at the same address and for whom the parent also has parental responsibility or, (in the case of a fostered child) delegated

authority or those that are placed in the same home due to a court order, not just a foster placement. A pupil in a secondary school will only count to provide a priority to a sibling if he or she is attending the school in Year 7 - 10 at the time the application is made and is still expected to be on the school's roll at the time of the proposed admission (September).

#### **Note 4 - Parent**

The application form should be completed by a person who is the student's parent. This is as defined in law (the Education Act 1996) as either:

- Any person who has parental responsibility (defined in Children Act 1989) for the child or young person; or
- Any person who has care of the child or young person.

#### **Note 5 - Normal Home Address**

This is the child's home address. This must be where the parent or legal carer of the child live together unless it is proved that the child is resident elsewhere with someone who has legal care and control of the child.

The address should be a residential property that can be permanently occupied 52 weeks of the year without any restrictions on occupation and not subjected to any planning or contractual restrictions on the duration of occupancy and is your child's only or main residence that is owned, leased, or rented by the child's parent(s) or person with legal care and control of the child.

If the residence is not split equally between the Parent(s)/Carer(s), then the relevant address used will be the address at which the Academy is satisfied that the child spends the majority of the school week. Where there is an equal split or there is any doubt about residence, the Academy will make a judgment about which address to use for the purposes of allocation. In making this judgment the Academy will take into account the following (this is not intended to be an exhaustive list but illustrative of the items which may be considered as suitable evidence):

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- confirmation from the previous school of the contact details and home address provided to them by the parents

Where a school is oversubscribed, the Academy need to be satisfied that places are allocated lawfully, in accordance with the oversubscription criteria. The Academy expect to have some level of certainty about a family's intended new address, so that they can allocate a place lawfully.

The Academy endeavour to be flexible in what they will accept as confirmation of address, whilst ensuring that the statutory duties are met.

#### **Note 6 – Supplementary Information Form (SIF)**

Where the Academy accepts and approves the child has met the criterion, they will write to the parents confirming the decision. A request for admission under the criterion is not an application for admission, and parents will need to submit a separate application in the usual way at the appropriate time.

#### **Note 7 – Pupil Premium or the Service Pupil Premium**

##### **Pupil Premium**

The Pupil Premium is additional funding provided to publicly-funded schools in England with the aim of raising the attainment of disadvantaged children.

##### **Service Pupil Premium**

Pupils attract Service Pupil Premium if they meet one of the following criteria:

- one of their parents is serving in the regular armed forces (including pupils with a parent who is on full commitment as part of the full time reserve service)
- they have been registered as a 'service child' on the January school census at any

- point since 2016; or
- one of their parents died whilst serving in the armed forces and the pupil receives a pension under the Armed Forces Compensation Scheme or the War Pensions Scheme

On publication of this document the current information and eligibility criteria can be located:  
<https://www.gov.uk/government/publications/pupil-premium/pupil-premium>

#### **Note 8 – UK forces personnel and crown servants**

The School Admissions Code requires that for families of UK service personnel with a confirmed posting to their area or Crown servants returning from overseas to live in that area, admission authorities must allocate a school place in advance of their move, provided their application is accompanied by an official letter declaring a relocation date and unit address or quartering address.

Returning UK forces personnel and crown servants will be dealt with in line with the guidance under the Schools Admissions Code.

Where vacancies exist at the academy, places will be allocated to the family in advance of their move, even if they do not yet have a confirmed address.

Where a school is oversubscribed, they will need to be satisfied that places are allocated lawfully, in accordance with the oversubscription criteria. The Academy expect to have some level of certainty about a family's intended new address, so that they can allocate a place lawfully.

The Academy endeavour to be flexible in what they will accept as confirmation of address, whilst ensuring that statutory duties are met.

#### **Note 9 - Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons**

Applications for Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons will only be considered at the time of the initial application, unless there has been a significant and exceptional change of circumstances within the family since the initial application was submitted. All academies in E-ACT have experience in dealing with children with diverse social and medical needs. All applications must be made on a SIF form and submitted directly to the Academy whilst still applying for a place within the usual timescales for point of entry with Birmingham City Council or follow the in-year admissions process.

In a few very exceptional cases, there are reasons why a child has to go to one specific school. All applications are considered individually but a successful application should include the following:

- Specific recent professional evidence that justifies why only one school can meet a child's individual needs, and/or
- Professional evidence that outlines exceptional family circumstances making clear why only one school can meet the child's needs.

If the requested school is not the nearest school to the child's home address clear reasons why the nearest school is not appropriate.

For medical cases – a clear explanation of why the child's severity of illness or disability makes attendance at a specific school essential. Evidence should make clear why only one school is appropriate.

The medical circumstances must relate to the child, and parents will be expected to provide supporting evidence from a consultant who is monitoring the child's condition (ie. not solely a General Practitioner (GP) in relation to medical circumstances, or a social worker (or other appropriate professionally qualified person) in relation to social circumstances. All supporting evidence showing why education should be at the preferred school and must be submitted at the time of application, when applying for year 7 at the usual point of entry.

The Academy will consider all claimed Exceptional and Compelling Medical, Psychological, Social or Special Access needs circumstances in line with admissions criterion and inform parents of their decision.

An Exceptional and Compelling Medical, Psychological, Social or Special Access Reasons application will generally not be upheld in cases where more than one school could meet the child's

need. In exceptional cases relating to a disability, where more than one school in the area can meet the child's specific needs, a clear and compelling case can be made for the "nearest" school with the relevant facilities, environment, or location. You must clearly explain why attendance at the "nearest" school with these facilities is essential.

Evidence relating to the medical or social circumstances of the parent can be considered, but only if this impacts on the child and their need to attend a specific school. Requests may not be considered if long-term medical issues with mobility issues are cited, for example, and you have not applied to your closest school. Please note that the following are unlikely to be considered grounds for exceptional medical/social needs:

- speech & language delay
- child is awaiting an Education, Health and Care Plan (EHCP)
- asthma, diabetes, eczema, or allergies
- car/travel sickness
- the need for a child to stay in friendship groups
- family attending the same school
- child care arrangement; and/or
- short term mobility issues.

If you feel that one of these examples should be considered, you will need to prove how this has a significant impact on your child and why only the Academy can meet your child's exceptional need. The application under this criterion will be reviewed by the Headteacher and SENCO at the Academy.

### **Contact details for the Academy**

Admissions Officer Telephone: 0121 464 5191

E-mail: [shenley.enquiry@e-act.org.uk](mailto:shenley.enquiry@e-act.org.uk)

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school gate on Shenley Lane.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **EDEN BOYS' SCHOOL, BIRMINGHAM**

Wellhead Lane, Perry Barr, Birmingham B42 2SY Tel: 0121 657 7070

[www.edenboysbirmingham.com](http://www.edenboysbirmingham.com)

Type:	Free School
Age range:	11-18
Published Admission Number:	124
DFE No:	330 4021

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1079 preferences received ranking the school 1 – 6. Last child admitted lived 951 metres from the school
- 2023 – 1126 preferences received ranking the school 1 – 6. Last child admitted lived 1603 metres (Soho Ward) from the school
- 2024 – 1126 preferences received ranking the school 1 – 6. Last child admitted lived 994 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Eden Boys' School is part of Star Academies. As an 11-18 progressive, inclusive and outstanding Muslim faith school, all applications will be considered equally without reference to faith.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription criteria**

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note 1).
2. Children of staff employed at Eden Boys' School for 2 or more years at the time at which the application for admission is made, and / or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage (see note 2).
3. Children with proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at Eden Boys' School.  
**Parents are responsible for providing the professional supporting evidence to the school by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional (see note 3).**
4. Children attending The Olive School, Birmingham and The Olive School, Small Heath at the time of application and offer of a place.
5. Children with older siblings attending Eden Boys' School in Years 7 to 11 at the time of application and offer of a place (see note 4).
6. A maximum of 15 places to children resident in the Aston and Newtown wards.
7. A maximum of 10 places to children resident in the Lozells, Handsworth and Birchfield wards.
8. A maximum of 10 places to children resident in the Handsworth Wood ward.
9. A maximum of 10 places to children resident in the Perry Barr Ward.
10. A maximum of 10 places to children resident in the Soho and Jewellery Quarter ward.
11. All other children who live nearest from home to school including those refused admission under criteria 6 –



10 (see note 5).

Maps can be accessed from the school's website

<https://www.edenboysbirmingham.com/> or if you contact the school, the maps will be posted to you.

## Notes

1. 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 the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society (see Section 23ZZA(8) of the Children's Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017)).

This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders).

Child arrangement orders are defined Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence orders in force prior to 22 April 2014 is deemed to be a child arrangements order.

Section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. A child is eligible for consideration when the parent(s) of child on the payroll of the school completes the section on the home Local Authority's common application form.
3. For a place to be offered under this criterion, the information must confirm the exceptional medical or social need, and demonstrate how Eden School is the only school that can meet the defined needs of the child. In all cases the medical or social need must be permanent or long term. For medical conditions affecting mobility, consideration will only be given if Eden School is nearest to the child's home. It is the parent's responsibility to provide the information directly to the school. Failure to provide the supporting information by the closing date may result in the application not being considered under this criterion.
4. Siblings refers to full, half, adopted, step, foster brother or the child of the parents' partner, and in every case, the child must be living in the same family unit at the same address.
5. Birmingham City Council measures the distance in a straight line from home to the main entrance of the school using the co-ordinates supplied by Ordnance Survey.

## Tie-breaker

Children who live nearest from home to school will receive priority for any criteria that are oversubscribed. If the distance between home and school is the same, which includes the same geographical property reference (such as a block of flats), random allocation is used as a tie-breaker. Birmingham City Council's School Admissions Team will undertake the random allocation process in the presence of a school representative at the Council Offices.

## Address

The address given must be where the child and parents live permanently. It should not be the child minder's, grandparent's or other relative's address. If parents share custody of a child, the school may request to see the court order, child tax credit letter, child benefit letter, medical card or other evidence to establish where the child is resident for the majority of the time during the weekdays. If there is joint custody for the child, the address of the parents receiving the child benefit is used. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative's house will not be considered as a permanent address.

Parents will be required to provide current copy of council tax as proof of residence at the permanent address. We may seek other means of evidence as proof of residence at the permanent address if required.

### **Change of address**

Parents must provide the council tax document evidencing the end of residency in their previous home and the current council tax document evidencing occupancy at the new home.

In addition, you are required to provide at least one of the following documents:

- Proof of purchase / tenancy agreement;
- Current utility bill;
- Current bank statement;
- Current driving licence;
- Letter from your GP.

### **Multiple births**

If children of multiple births (twins and triplets) require admission in the same year group and there is only a single place left within the published admission number, the school will offer places above the published admission number.

### **Late applications**

Unless there are exceptional reasons for the late submission of the application form, late applications will not be considered at the same time as applications that were received by the closing date. Birmingham City Council are responsible for making decisions on late applications as stipulated within their secondary co-ordinated admission scheme. Applications received after the start of the autumn term 2025 will be treated as an in-year application.

### **Waiting list**

Children refused admission for the school's Year 7 group each September will automatically be included on the waiting list for the school, where the school is a higher preference than the school where your child was allocated a place. Parents who wish their child's details to be included on the waiting list for the school, even though a place has been allocated at a higher preference school should contact Birmingham City Council's School Admissions Team.

The position on the waiting list is determined by the priority order of the admission policy and nothing else. When the number of children admitted to the school drops below the published admission number, a place is offered to the child who is at the top of the waiting list.

The position of your child on the waiting list may change. They may move up or down each time a child is added or removed, or when the change in circumstances of the child requires them to be considered against a different priority order of the school's oversubscription criteria. Looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol must take precedence over those on the waiting list.

The school maintains the waiting list in accordance with the school's oversubscription criteria until 31 December in the academic year of Year 7 admission. Parents should complete an in-year application form thereafter if they wish their child's details to be kept on the waiting list for the remainder of the academic year.

For the in-year waiting list, parents must complete a new application form each year at the beginning of the new academic year.

### **Withdrawing an offer of a place**

The school reserves the right to withdraw an offer of a place if:

- It was made in error;
- Parents fail to respond to the offer of a place within a reasonable period of time;
- Parents decline the place offered;
- It is established that the offer of a place was obtained through a fraudulent or misleading application.

Where parents fail to respond to the offer of a place, the school will give the parents a further opportunity to respond and explain to them that the offer of a place will be withdrawn unless they respond by the specified date. Where an offer of a place is withdrawn based on misleading information, the school will consider the application afresh, and will offer a right of appeal if admission cannot be offered.

The school will not withdraw the offer of a place once the child has started at the school, except where that place was fraudulently obtained. In deciding whether or not to withdraw the offer of a place, account will be taken of the length of time the child has been at the school. Where the child has been at the school for less than a term, the school may consider it appropriate to withdraw the place.

### **Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, if a child is gifted and talented or has experienced problems such as ill health.

Parents of children who are already of secondary school age are required to complete the in-year application form along with a letter requesting admission out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Parents of children who wish to seek admission to Year 7 outside their normal age group (i.e. who are currently placed in a lower or higher year group) will need to submit the normal common application form to the Local Authority (in writing or online). Parents must do this at the same time as they submit a written request to the school for their child to be admitted out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

The school will decide on the request before the secondary national offer date if the request for admission is received during the normal admissions round, if at all possible.

To enable the school to consider if the request for admission outside the normal age group is in the best interests of the child concerned, the school will consider:

- Parent's views.
- Information about the child's academic, social and emotional development.
- Where relevant, the child's medical history and views of the medical professional.
- If the child was born prematurely, what age group would the child have fallen in, if the child had been born on time.
- Views of the headteacher.

It is for parents to decide the professional evidence they wish to submit in support of their application for admission outside the normal age group. However, there is no expectation on parents to provide the professional evidence that they do not already have. The school will consider all requests regardless of whether any professional evidence is submitted. The supporting information could include:

- Any evidence from a health or social care professional who is involved in the care or treatment of the child, for example speech and language therapist, occupational therapist, social worker or paediatrician.
- The view of the headteacher of the school that they currently attend and any records of the child's development and progress.
- What can the year group in which a place is sought offer that their chronological year group would not?

The school will make their decision based on the circumstances of each individual case, and in the best interests of the child concerned. The school will inform the parents of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

### **In-year admission**

In-year admission is the process of applying for admission into an existing year group within a school. Applications for the year 7 intake made after the start of the autumn term 2025 will be treated as an in-year application.

The school manages the in-year admission process. Parents are required to complete the in-year application form, which is available from and returnable to the school.

Details of children who cannot be offered admission will be referred to Birmingham City Council and they may contact you to support you to secure a place at a school. Where a place cannot be secured at a school within a reasonable distance from your home, Birmingham City Council will apply the Fair Access Protocol to secure the most appropriate educational provision.

For children with an education, health and care plan, the in-year admission process will not apply. Parents should contact their home Local Authority's Special Educational Needs Team. The child is offered a place if the Local Authority's Special Educational Needs Team names the school in the education, health and care plan.

### **Appeals**

Parents have a legal right of appeal to an independent appeal panel against the decision not to offer admission. Educationappeals.comLTD administers the appeals process on behalf of the school. Parents must request an appeal form from [admissions@staracademies.org](mailto:admissions@staracademies.org)

Parents have at least 20 school days to prepare and submit their written case to the independent appeal panel. They will normally receive 14 days' notice of the place and time of the hearing, so they can attend, in order to present the case in person.

The decision letter from the independent appeal panel, which will include the reasons for the decision is communicated to all parties as soon as possible after the hearing.

### **Re-appeals**

Parents do not have the right to a second appeal in respect of the same year group, unless in exceptional circumstances, the school has accepted a 2<sup>nd</sup> application from the parents because of a significant and material change in the circumstances of the parents, child or school but were still refused admission.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main entrance of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date

and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **EDEN BOYS' LEADERSHIP ACADEMY, BIRMINGHAM EAST**

Alum Rock Road, Alum Rock, Birmingham B8 3DT Tel: 0121 657 7200

[www.edenboysbirminghameast.com](http://www.edenboysbirminghameast.com)

Type:	Free School
Age Range:	11-18
Published Admission Number:	124
DFE No:	330 4032

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 855 preferences received ranking the school 1 – 6. Last child admitted lived 395 metres (Alum Rock Ward) from the school
- 2023 – 840 preferences received ranking the school 1 – 6. Last child admitted lived 555 metres (Alum Rock Ward) from the school
- 2024 – 921 preferences received ranking the school 1 – 6. Last child admitted lived 395 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Eden Boys' Leadership Academy is part of Star Academies. As an 11-18 progressive, inclusive and outstanding Muslim faith school, all applications will be considered equally without reference to faith.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription criteria**

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note 1).
2. Children of staff employed at Eden Boys' Leadership Academy for 2 or more years at the time at which the application for admission is made, and / or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage (see note 2).
3. Children with proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at Eden Boys' Leadership Academy.  
**Parents are responsible for providing the professional supporting evidence to the school by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional (see note 3).**
4. Children attending The Olive School, Birmingham and The Olive School, Small Heath at the time of application and offer of a place.
5. Children with older siblings attending Eden Boys' Leadership Academy in Years 7 to 11 at the time of application and offer of a place (see note 4).
6. All other children who live nearest from home to school (see note 5).

#### Notes

1. 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 the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society (see Section 23ZZA(8) of the Children's Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017)).

This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders).

Child arrangement orders are defined Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence orders in force prior to 22 April 2014 is deemed to be a child arrangements order.

Section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. A child is eligible for consideration when the parent(s) of child on the payroll of the school completes the section on the home Local Authority's common application form.
3. For a place to be offered under this criterion, the information must confirm the exceptional medical or social need, and demonstrate how Eden Boys' Leadership Academy is the only school that can meet the defined needs of the child. In all cases the medical or social need must be permanent or long term. For medical conditions affecting mobility, consideration will only be given if Eden Boys' Leadership Academy is nearest to the child's home. **It is the parent's responsibility to provide the information directly to the school. Failure to provide the supporting information by the closing date may result in the application not being considered under this criterion.**
4. Siblings refers to full, half, adopted, step, foster brothers or the child of the parents' partner, and in every case, the child must be living in the same family unit at the same address.
5. Birmingham City Council measures the distance in a straight line from home to the main entrance of the school using the co-ordinates supplied by Ordnance Survey.

#### **Tie-breaker**

Children who live nearest from home to school will receive priority for any criteria that are oversubscribed. If the distance between home and school is the same, which includes the same geographical property reference (such as a block of flats), random allocation is used as a tie-breaker. Birmingham City Council's School Admissions Team will undertake the random allocation process in the presence of a school representative at the Council Offices.

#### **Address**

The address given must be where the child and parents live permanently. It should not be the child minder's, grandparent's or other relative's address. If parents share custody of a child, the school may request to see the court order, child tax credit letter, child benefit letter, medical card or other evidence to establish where the child is resident for the majority of the time during the weekdays. If there is joint custody for the child, the address of the parents receiving the child benefit is used. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative's house will not be considered as a permanent address.

Parents will be required to provide current copy of council tax as proof of residence at the permanent address. We may seek other means of evidence as proof of residence at the permanent address if required.

### **Change of address**

Parents must provide the council tax document evidencing the end of residency in their previous home and the current council tax document evidencing occupancy at the new home.

In addition, you are required to provide at least one of the following documents:

- Proof of purchase / tenancy agreement;
- Current utility bill;
- Current bank statement;
- Current driving licence;
- Letter from your GP.

### **Multiple births**

If children of multiple births (twins and triplets) require admission in the same year group and there is only a single place left within the published admission number, the school will offer places above the published admission number.

### **Late applications**

Unless there are exceptional reasons for the late submission of the application form, late applications will not be considered at the same time as applications that were received by the closing date. Birmingham City Council are responsible for making decisions on late applications as stipulated within their secondary co-ordinated admission scheme.

Applications received after the start of the autumn term 2025 will be treated as an in-year application.

### **Waiting list**

Children refused admission for the school's Year 7 group each September will automatically be included on the waiting list for the school, where the school is a higher preference than the school where your child was allocated a place. Parents who wish their child's details to be included on the waiting list for the school, even though a place has been allocated at a higher preference school should contact Birmingham City Council's School Admissions Team.

The position on the waiting list is determined by the priority order of the admission policy and nothing else. When the number of children admitted to the school drops below the published admission number, a place is offered to the child who is at the top of the waiting list.

The position of your child on the waiting list may change. They may move up or down each time a child is added or removed, or when the change in circumstances of the child requires them to be considered against a different priority order of the school's oversubscription criteria. Looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol must take precedence over those on the waiting list.

The school maintains the waiting list in accordance with the school's oversubscription criteria until 31 December in the academic year of Year 7 admission. Parents should complete an in-year application form thereafter if they wish their child's details to be kept on the waiting



list for the remainder of the academic year. For the in-year waiting list, parents must complete a new application form each year at the beginning of the new academic year.

### **Withdrawing an offer of a place**

The school reserves the right to withdraw an offer of a place if:

- It was made in error;
- Parents fail to respond to the offer of a place within a reasonable period of time;
- Parents decline the place offered;
- It is established that the offer of a place was obtained through a fraudulent or misleading application.

Where parents fail to respond to the offer of a place, the school will give the parents a further opportunity to respond and explain to them that the offer of a place will be withdrawn unless they respond by the specified date. Where an offer of a place is withdrawn based on misleading information, the school will consider the application afresh, and will offer a right of appeal if admission cannot be offered.

The school will not withdraw the offer of a place once the child has started at the school, except where that place was fraudulently obtained. In deciding whether or not to withdraw the offer of a place, account will be taken of the length of time the child has been at the school. Where the child has been at the school for less than a term, the school may consider it appropriate to withdraw the place.

### **Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, if a child is gifted and talented or has experienced problems such as ill health.

Parents of children who are already of secondary school age are required to complete the in-year application form along with a letter requesting admission out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Parents of children who wish to seek admission to Year 7 outside their normal age group (i.e. who are currently placed in a lower or higher year group) will need to submit the normal common application form to the Local Authority (in writing or online). Parents must do this at the same time as they submit a written request to the school for their child to be admitted out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

The school will make a decision on the request before the secondary national offer date if the request for admission is received during the normal admissions round, if at all possible. To enable the school to consider if the request for admission outside the normal age group is in the best interests of the child concerned, the school will consider:

- Parent's views.
- Information about the child's academic, social and emotional development.

- Where relevant, the child’s medical history and views of the medical professional.
- If the child was born prematurely, what age group would the child have fallen in, if the child had been born on time.
- Views of the headteacher.

It is for parents to decide the professional evidence they wish to submit in support of their application for admission outside the normal age group. However, there is no expectation on parents to provide the professional evidence that they do not already have. The school will consider all requests regardless of whether any professional evidence is submitted. The supporting information could include:

- Any evidence from a health or social care professional who is involved in the care or treatment of the child, for example speech and language therapist, occupational therapist, social worker or paediatrician.
- The view of the headteacher of the school that they currently attend and any records of the child’s development and progress.
- What can the year group in which a place is sought offer that their chronological year group would not?

The school will make their decision based on the circumstances of each individual case, and in the best interests of the child concerned. The school will inform the parents of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

Parents have a statutory right to appeal to an independent appeal panel against the refusal of a place at a school for which they have applied. As the purpose of the appeals process is to consider whether a child should be admitted to a particular school, the right of appeal does not apply if they are offered a place at the school but it is not in their preferred year group. However, they may make a complaint to Star Academies about the decision not to admit their child outside their normal age group.

### **In-year admission**

In-year admission is the process of applying for admission into an existing year group within a school. Applications for the Year 7 intake made after the start of the autumn term 2025 will be treated as an in-year application.

The in-year admission process is managed by the school. Parents are required to complete the in-year application form, which is available from and returnable to the school.

Details of children who cannot be offered admission will be referred to Birmingham City Council and they may contact you to support you to secure a place at a school. Where a place cannot be secured at a school within a reasonable distance from your home, Birmingham City Council will apply the Fair Access Protocol to secure the most appropriate educational provision.

For children with an education, health and care plan, the in-year admission process will not apply. Parents should contact their home Local Authority's Special Educational Needs Team. The child is offered a place if the Local Authority's Special Educational Needs Team names the school in the education, health and care plan.

### **Appeals**

#### **Appeals**

Parents have a legal right of appeal to an independent appeal panel against the decision not to offer admission. Educationappeals.com LTD administers the appeals process on behalf of the school. Parents must request an appeal form from [admissions@staracademies.org](mailto:admissions@staracademies.org)

Parents have at least 20 school days to prepare and submit their written case to the independent appeal panel. They will normally receive 14 days' notice of the place and time of the hearing, so they can attend, in order to present the case in person.

The decision letter from the independent appeal panel, which will include the reasons for the decision is communicated to all parties as soon as possible after the hearing.

#### **Re-appeals**

Parents do not have the right to a second appeal in respect of the same year group, unless in exceptional circumstances, the school has accepted a 2nd application from the parents because of a significant and material change in the circumstances of the parents, child or school but were still refused admission.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main entrance of the school.

#### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **EDEN GIRLS' LEADERSHIP ACADEMY, BIRMINGHAM**

Hob Moor Road, Small Heath, Birmingham B10 9HH, Tel: 0121 668 0540

[www.edengirlsbirmingham.org](http://www.edengirlsbirmingham.org)

Type:	Academy
Age range:	11-16
Published Admission Number:	124
DFE No:	330 4035

## **How to make an In-Year application**

### [In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

## **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1118 preferences received ranking the school 1 – 6. Last child admitted lived 611 metres from the school
- 2023 – 1161 preferences received ranking the school 1 – 6. Last child admitted lived 615 metres from the school
- 2024 – 1273 preferences received ranking the school 1 – 6. Last child admitted lived 475 metres from the school

## **Historic admissions offer information**

### [Secondary school \(year 7\) historic offer information](#)

## **Statement**

Eden Girls' Leadership Academy is part of Star Academies. As an 11-16 progressive and inclusive Muslim faith school, all applications will be considered equally without reference to faith.

## **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription criteria**

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note 1).
2. Children of staff employed at the school for 2 or more years at the time at which the application for admission is made, and / or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage (see note 2).
3. Children with proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at Eden Girls' Leadership Academy.

**Parents are responsible for providing the professional supporting evidence to the school by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional (see note 3).**

4. Children attending The Olive School, Birmingham or The Olive School, Small Heath at the time of application and offer of a place.
5. Children with older siblings attending Eden Girls' Leadership Academy in Years 7 to 11 at the time of application and offer of a place (see note 4).
6. All other children who live nearest from home to school (see note 5).

## **Notes**

1. 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 the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society (see Section 23ZZA(8) of the Children's Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017)).

This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders).

Child arrangement orders are defined Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence orders in force prior to 22 April 2014 is deemed to be a child arrangements order.

Section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. A child is eligible for consideration when the parent(s) of child on the payroll of the school completes the section on the home Local Authority's common application form.
3. For a place to be offered under this criterion, the information must confirm the exceptional medical or social need and demonstrate how Eden Girls' Leadership Academy is the only school that can meet the defined needs of the child. In all cases the medical or social need must be permanent or long term. For medical conditions affecting mobility, consideration will

only be given if Eden Girls' Leadership Academy is nearest to the child's home. **It is the parent's responsibility to provide the information directly to the school. Failure to provide the supporting information by the closing date may result in the application not being considered under this criterion.**

4. Siblings refers to full, half, adopted, step, foster sisters or the child of the parent's partner, and in every case, the child must be living in the same family unit at the same address.
5. Birmingham City Council measures the distance in a straight line from home to the main entrance of the school using the co-ordinates supplied by Ordnance Survey.

### **Tie-breaker**

Children who live nearest from home to school will receive priority for any criteria that are oversubscribed. If the distance between home and school is the same, which includes the same geographical property reference (such as a block of flats), random allocation is used as a tie-breaker. Birmingham City Council's Admissions Team will undertake the random allocation process in the presence of a school representative at the Council Offices.

### **Address**

The address given must be where the child and parents live permanently. It should not be the child minder's, grandparent's or other relative's address. If parents share custody of a child, the school may request to see the court order, child tax credit letter, child benefit letter, medical card or other evidence to establish where the child is resident for the majority of the time during the weekdays. If there is joint custody for the child, the address of the parents receiving the child benefit is used. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative's house will not be considered as a permanent address.

Parents will be required to provide current copy of council tax as proof of residence at the permanent address. We may seek other means of evidence as proof of residence at the permanent address if required.

### **Change of address**

Parents must provide the council tax document evidencing the end of residency in their previous home and the current council tax document evidencing occupancy at the new home.

In addition, you are required to provide at least one of the following documents:

- Proof of purchase / tenancy agreement;
- Current utility bill;
- Current bank statement;
- Current driving licence;
- Letter from your GP.

### **Multiple births**

If children of multiple births (twins and triplets) require admission in the same year group and there is only a single place left within the published admission number, the school will offer places above the published admission number.

### **Late applications**

Unless there are exceptional reasons for the late submission of the application form, late applications will not be considered at the same time as applications that were received by the closing date. Birmingham City Council are responsible for making decisions on late applications as stipulated within their secondary co-ordinated admission scheme. Applications received after the start of the autumn term 2025 will be treated as an in-year application.

### **Waiting list**

Children refused admission for the school's Year 7 group each September will automatically be included on the waiting list for the school, where the school is a higher preference than the school where your child was allocated a place. Parents who wish their child's details to be included on the waiting list for the school, even though a place has been allocated at a higher preference school should contact Birmingham City Council's School Admissions Team.

The position on the waiting list is determined by the priority order of the admission policy and nothing else. When the number of children admitted to the school drops below the published admission number, a place is offered to the child who is at the top of the waiting list.

The position of your child on the waiting list may change. They may move up or down each time a child is added or removed, or when the change in circumstances of the child requires them to be considered against a different priority order of the school's oversubscription criteria. Looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol must take precedence over those on the waiting list.

The school maintains the waiting list in accordance with the school's oversubscription criteria until 31 December in the academic year of Year 7 admission. Parents should complete an in-year application form thereafter if they wish their child's details to be kept on the waiting list for the remainder of the academic year.

For the in-year waiting list, parents must complete a new application form each year at the beginning of the new academic year.

### **Withdrawing an offer of a place**

The school reserves the right to withdraw an offer of a place if:

- It was made in error;
- Parents fail to respond to the offer of a place within a reasonable period of time;

- Parents decline the place offered;
- It is established that the offer of a place was obtained through a fraudulent or misleading application.

Where parents fail to respond to the offer of a place, the school will give the parents a further opportunity to respond and explain to them that the offer of a place will be withdrawn unless they respond by the specified date. Where an offer of a place is withdrawn based on misleading information, the school will consider the application afresh, and will offer a right of appeal if admission cannot be offered.

The school will not withdraw the offer of a place once the child has started at the school, except where that place was fraudulently obtained. In deciding whether or not to withdraw the offer of a place, account will be taken of the length of time the child has been at the school. Where the child has been at the school for less than a term, the school may consider it appropriate to withdraw the place.

### **Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, if a child is gifted and talented or has experienced problems such as ill health.

Parents of children who are already of secondary school age are required to complete the in-year application form along with a letter requesting admission out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Parents of children who wish to seek admission to Year 7 outside their normal age group (i.e. who are currently placed in a lower or higher year group) will need to submit the normal common application form to the Local Authority (in writing or online). Parents must do this at the same time as they submit

a written request to the school for their child to be admitted out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

The school will make a decision on the request before the secondary national offer date if the request for admission is received during the normal admissions round, if at all possible.

To enable the school to consider if the request for admission outside the normal age group is in the best interests of the child concerned, the school will consider:

- Parent's views.
- Information about the child's academic, social and emotional development.
- Where relevant, the child's medical history and views of the medical professional.
- If the child was born prematurely, what age group would the child have fallen in, if the



- child had been born on time.
- Views of the headteacher.

It is for parents to decide the professional evidence they wish to submit in support of their application for admission outside the normal age group. However, there is no expectation on parents to provide the professional evidence that they do not already have. The school will consider all requests regardless of whether any professional evidence is submitted. The supporting information could include:

- Any evidence from a health or social care professional who is involved in the care or treatment of the child, for example speech and language therapist, occupational therapist, social worker or paediatrician.
- The view of the headteacher of the school that they currently attend and any records of the
- child's development and progress.
- What can the year group in which a place is sought offer that their chronological year group would not?

The school will make their decision based on the circumstances of each individual case, and in the best interests of the child concerned. The school will inform the parents of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

Parents have a statutory right to appeal to an independent appeal panel against the refusal of a place at a school for which they have applied. As the purpose of the appeals process is to consider whether a child should be admitted to a particular school, the right of appeal **does not apply** if they are offered a place at the school but it is not in their preferred year group. However, they may make a complaint to Star Academies about the decision not to admit their child outside their normal age group.

### **In-year admission**

In-year admission is the process of applying for admission into an existing year group within a school. Applications for the Year 7 intake made after the start of the autumn term 2025 will be treated as an in-year application.

The in-year admission process is managed by the school. Parents are required to complete the in-year application form, which is available from and returnable to the school.

Details of children who cannot be offered admission will be referred to Birmingham City Council and they may contact you to support you to secure a place at a school. Where a place cannot be secured at a school within a reasonable distance from your home, Birmingham City Council will apply the Fair Access Protocol to secure the most appropriate educational provision.

For children with an education, health and care plan, the in-year admission process will not apply. Parents should contact their home Local Authority's Special Educational Needs Team. The child is offered a place if the Local Authority's Special Educational Needs Team names the school in the education, health and care plan.

### **Appeals**

Parents have a legal right of appeal to an independent appeal panel against the decision not to offer admission. Educationappeals.comLTD administers the appeals process on behalf of the school. Parents must request an appeal form from [admissions@staracademies.org](mailto:admissions@staracademies.org)

Parents have at least 20 school days to prepare and submit their written case to the independent appeal panel. They will normally receive 14 days' notice of the place and time of the hearing, so they can attend, in order to present the case in person.

The decision letter from the independent appeal panel, which will include the reasons for the decision is communicated to all parties as soon as possible after the hearing.

### **Re-appeals**

Parents do not have the right to a second appeal in respect of the same year group, unless in exceptional circumstances, the school has accepted a 2<sup>nd</sup> application from the parents because of a significant and material change in the circumstances of the parents, child or school but were still refused admission.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main entrance of the school on the Hob Moor Road site.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ERDINGTON ACADEMY**

Kingsbury Road, Erdington, Birmingham B24 8RE Tel: 0121 373 1080

[www.erdingtonacademy.bham.sch.uk](http://www.erdingtonacademy.bham.sch.uk)

Type:	Academy
Age range:	11–16
Published Admission Number:	180
DFE No:	330 2168

## **How to make an In-Year application**

[In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## **Previous admission pattern at the time of offer of places for Year 7**

In 2023 and 2024 places were offered to all applicants. In 2022 there were more applicants than places available.

- 2022 – 771 preferences received ranking the school 1 – 6. Last child admitted lived 2685 metres from the school

## **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

## **Statement**

Erdington Academy is an 11 – 16 mixed comprehensive Academy. The main principle of admission is to provide for the educational needs of young people who live in Erdington and the surrounding area. We are an inclusive Academy and welcome all applications. The admission number for 2025 for Year 7 will be 180.

## **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the Academy who will still be in attendance in September 2025.
3. Children of members of staff.
4. Children who live nearest the Academy.

Erdington Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

## Children of members of staff

Staff refers to staff that have been employed at the Academy for two or more years at the time at which the application for admission to the Academy is made, And or; The member of staff has been recruited to fill a vacant post for which there is a demonstrational skill shortage.

## Waiting Lists

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the Academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

## Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the front gates.

## Important

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **FAIRFAX SCHOOL**

Fairfax Road, Sutton Coldfield, Birmingham B75 7JT Tel: 0121 378 1288

[www.fairfax.bham.sch.uk](http://www.fairfax.bham.sch.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	264
DFE No:	330 5410

## **How to make an In-Year application**

[In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). If your child is sitting the optional aptitude assessment test there is additional form that you must complete available from the school website here: [Optional Aptitude Test Application](#).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1580 preferences received ranking the school 1 – 6. Last child admitted lived 3148 metres from the school
- 2023– 1534 preferences received ranking the school 1 – 6. Last child admitted lived 2307 metres from the school
- 2024– 1453 preferences received ranking the school 1 – 6. Last child admitted lived 3012 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Statement**

Fairfax Academy has a strong tradition in promoting the Performing Arts through its Annual Eisteddfod Festival. For September 2025 intake, students can opt to sit an aptitude assessment for admission to Fairfax Academy. The assessment will test aptitude in The Performing Arts: **Dance, Drama or Music**.

### **Oversubscription Criteria**

Applicants who wish to be considered for a place under the aptitude assessment will be required to complete an additional form available from the school and also indicate the school as a preference on the Local Authority Preference Form.

**Up to 26 places (10% of 264) will be offered to students in descending order by aptitude test score to applicants with more than 20 points (From a possible 40).**

Where a child has been successful for a place via the aptitude test criterion, they will be allocated a place on this criterion. If a child is unsuccessful for the aptitude test criterion but also meets any of the standard oversubscription criteria, the child will be allocated a place based on the following oversubscription criteria:

1. Looked after or previously looked after children (including previously looked after children from outside of England).

2. Children with a brother or sister already attending the school at the time of their application, in Years 7-11 Year 12 will be given priority (**\*for Year 11 please see sibling definition**).
3. Children of staff.
4. Children who live nearest the school.

This calculation is made on the basis of a straight line measurement between the house and the main entrance of the school. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the school. The measurements will be to the main entrance of the school. The Local Authority's use of 'final qualifier' will be adopted.

Fairfax have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc.)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

**\*Sibling definition**

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- i. have one or both natural parents in common;
- or ii. are related by a parent's marriage;
- or iii. are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or 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.

Children already attending the school in years 7-10 and year 12 are classed as valid sibling claims.

Children in year 11 are only classed as valid sibling claims in the circumstances as stated below;

Children in year 6 that are applying for a place in year 7 who have an older sibling in our current year 11, that have also made an application for a place in our Sixth Form by 16 December 2024. Will have their older sibling classed as valid sibling claim.

Any applications made to our Sixth Form after 16 December 2024 from our current year 11 cannot be classed as valid sibling claims until after the offer of places on 3 March 2025, in these instances parent/carers must contact the school directly for their child's criteria to be updated as a valid sibling claim for the purpose of waiting lists.

**Any offer made to the year 7 child from 3 March 2025- 1 September 2025 based on the older child starting year 12, may be withdrawn if the year 12 place is not taken up on the first day of term in September 2025.**

### **Children of staff definition**

Priority will be given to children of staff in either or both of the following circumstances:  
a) where the member of staff is employed at the school on a permanent contract; and/or  
b) the member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.

As well as completing your application to your home Local Authority by 31 October 2024, ensure that you email school office by the same date to inform us that you are applying for a place at our school under our staff criterion: [post@fairfax.fmat.co.uk](mailto:post@fairfax.fmat.co.uk)

**Note:** The allocation of places will be made upon the information provided on the application form. **Any inaccuracy in this information could result in an offer of a place being withdrawn at a subsequent date.**

### **Waiting list**

Following the offer of places, a waiting list will be kept in strict oversubscription criteria order until at least the end of the first academic term. Each added child will require the list to be ranked again in line with the oversubscription criteria.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **Sixth Form**

#### **Sixth Form Capacity (both internal and external applicants)**

Year 12 – 150

#### **Admission Number for External Applicants**

30

#### **Minimum Academic Entrance Requirements**

Grade 4 or above in English and Mathematics and an additional 3 GCSEs Grade 4 or above (4-9).

There are also subject specific requirements which can be found in the Sixth Form prospectus. [Sixth Form – Fairfax Academy](#)

Internal applicants who meet the minimum academic entrance requirements will be offered a place automatically (subject to individual subject requirements and availability of courses).

### **Oversubscription Criteria for External Applicants**

1. Looked after or previously looked after children.
2. then those with a brother or sister already in the school in years 7-12.
3. then those living nearest to the school calculated by a straight line measurement between the house and the school.

**Note:** Distances are calculated on the basis of a straight-line measurement between home and the main entrance of the School.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **FORTIS ACADEMY**

Aldridge Road, Great Barr, Birmingham, B44 8NU Tel: 0121 366 6611

[www.fortisacademy.org.uk](http://www.fortisacademy.org.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	280
DFE No:	330 5403

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**



Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with an elder brother or sister already attending the school in 2025.
3. Other children with priority being given to those living nearer the school in a straight-line distance.

Within each of these categories, priority is given to those who live nearest the school. Distances are calculated on the basis of a straight-line measurement between home and a point within the main School building.

Fortis Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting list**

Following the offer of places, a waiting list will be kept in strict oversubscription criteria order until at least the end of the first academic term. Each added child will require the list to be ranked again in line with the oversubscription criteria.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **Sixth Form**

#### **Year 12 Admissions: (minimum number of external candidates 20)**

#### **Entry requirements for Year 12 students.**

Students will be considered for entry into Year 12 based upon their academic attainment and/or individual subject grade criteria and the school's ability to offer meaningful courses.

Admission to Great Barr Academy Sixth Form is based on meeting the entry requirements and subject specific requirements for each course. Prospective Year 12 students need to gain a minimum of 5 GCSEs – including English and Maths – grades 9 – 4. There are also some level 2 courses available and the requirements for these will depend on the subject selected.

Progression to Year 13 is determined by the Academy Trust and is subject to students obtaining three or more passes in their AS subjects.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and a point within the main School building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **FOUR DWELLINGS ACADEMY**

Dwellings Lane, Quinton, Birmingham, B32 1RJ Tel: 0121 566 6666

[www.fourdwellingsacademy.org](http://www.fourdwellingsacademy.org)

Type:	Academy
Age range:	11–16
Published Admission Number:	120
DFE No:	330 4005

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription Criteria**

If there are more than 120 applications, and the Academy is oversubscribed, then after applicants with an Education, Health and Care (EHC) plan which names the Academy have been admitted, priority for any remaining places will be given to those children who meet the oversubscription criteria set out in the priority order below.

1. Looked after children and previously looked after children (please see definitions below).
2. Children with a sibling (brother or sister) who will still be on roll at the Academy at the time of admission.
3. Children who attend Four Dwellings Primary Academy
4. Distance - children resident closest to the Academy.

Tie breaker: Where two or more applicants have equal priority for the last available place (except for twins and children from multiple births), the final tie-breaker will be random allocation which will be independently verified.

## **Twins and Multiple Births**

Where the parent has made the same preferences of school and, through the normal operation of the admission arrangements, the last available place has been allocated to one twin or child from a multiple birth, the other twin or children from the multiple birth will be offered a place at the Academy. In such circumstances the PAN would be exceeded.

## **Waiting list**

If the Academy receives more applications than there are places available, a waiting list will be maintained by the Academy until the last school day of the summer term. Places from the waiting list will be offered in the order set out in the oversubscription criteria and not in the order that the applications were received. After each added child, the list will be ranked again in line with the published oversubscription criteria.

The Academy works in accordance with the Fair Access Protocol held by the Local Authority (Birmingham City Council); should a vulnerable child within the protocol require a place at the Academy, they will take precedence over any child on the waiting list.

## **Late applications**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Please consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. Applications made after the start of the autumn term 2025 will be treated as an in-year application. You are encouraged to ensure that your application is received on time.

## **In-Year Admissions**

In-year admissions are applications made outside the normal round of admissions. The Academy will coordinate its own in-year admissions and an application for in-year admission should be made directly to the Academy. On receipt of an in-year application, the Academy will notify the Local Authority of both the application and its outcome, to allow the Local Authority to keep up to date with the availability of school places in the authority.

### **Admission outside the normal age group**

Parents may seek a place for their child outside of their normal (chronological) age group, for example, if the child is exceptionally gifted and talented or has experienced problems such as ill health.

Parents do not have the right to insist that their child is admitted to a particular year group. The Academy will admit children outside their normal age group only in exceptional circumstances.

If parents wish their child to be admitted outside their normal age group they must still make their application alongside children applying at the normal age and must make their request for admission outside the normal age group clear on their Application Form to the Local Authority for a school place. At the same time, parents should also write to the Executive Headteacher at the address below to request admission out of the normal age group.

Parents should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child.

The decision made by AET will be based on the individual circumstances of each case and in the best interests of the child concerned. In making the decision, AET will consider the views of the Executive Headteacher.

The Academy can be contacted at the following address:

The Headteacher  
Four Dwellings Academy  
Dwellings Lane  
Quinton  
Birmingham B32 1RJ  
Tel: 0121 566 6666  
Fax: 0121 566 6668

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit

[www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

## **Some Definitions**

### **Looked after children**

The highest priority in the oversubscription criteria must be given to looked after children and 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 the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

A previously looked after child is a child who was looked after, but ceased to be so because they were adopted or became subject to a child arrangement order (formerly known as a residence order) or a special guardianship order immediately following having been looked after, including those who appear to the Academy to have been in state care outside of England (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society) and ceased to be in state care as a result of being adopted. The admission authority may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority/care provider that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

An adoption order is an order under Section 46 of the Adoption and Children Act 2002. A child arrangement order settles the arrangements as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order. Section 14A of the Children Act 1989 defines a special guardianship order as an order which appoints one or more individuals to be a child's special guardian(s).

### **Sibling (brother or sister)**

Sibling is a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or foster brother or sister living in the same family unit in the same family household and address who attends the Academy in any year group. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

### **Distance**

The distance measure between the applicant's home and the Academy is provided by the Local Authority. Distance is calculated by the Local Authority on the basis of a straight-line measurement between the Ordnance Survey (OS) coordinates of the applicant's home address and the OS coordinates of the centre of the Academy site. The Local Authority uses a computerised system which measures the distance in metres.

## **Resident**

The normal family home is taken as the address where the child is resident and at which the person or persons with parental responsibility for the child resides. Where parents live at separate addresses and have joint custody, the address used will be the one where the child spends the main part of the school week (e.g. Sunday night to Thursday night inclusive). Where responsibility for a child is shared evenly, the academy will follow the process used by the Local Authority (see [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)). Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a Child Arrangement Order in place.

For children of UK service personnel and crown servants, the Academy will not refuse to process an application or refuse a place solely because the family do not yet have an intended address, or do not yet live in the area. The Academy will use the address at which the child will live when applying oversubscription criteria, as long as some evidence of their intended address is provided. The Academy will use a Unit or quartering address as the home address where requested.

**Note:** Distances are calculated on the basis of a straight-line measurement between home and the centre of the School site.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **GEORGE DIXON ACADEMY**

Portland Road, Birmingham, B16 9GD Tel: 0121 566 6565

[www.georgedixonacademy.com](http://www.georgedixonacademy.com)

Type:	Academy
Age range:	11–18
Published Admission Number:	190
DFE No:	330 5412

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Where a child has a brother or sister (sibling) currently attending the school. (The Local Authority's 'sibling' definition has been adopted.)
3. Proximity of the child's home to the school, those living nearer to school (George Dixon Academy – The main entrance on Portland Road) accorded higher priority.

George Dixon Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting list**

If George Dixon Academy was a parent/carer's preferred choice and they have not been allocated a place, they will be informed of their right to appeal and asked if they wish to go on to George Dixon Academy's waiting list. Should places become available at George Dixon Academy, an offer to students from the waiting list will be made in accordance with the admission criteria. Inclusion on George Dixon Academy's waiting list does not mean that a place will eventually become available. It may be that those already allocated places do not give them up and that George Dixon Academy is unable to make further offers in the future.

The waiting list will be kept in strict oversubscription criteria order until at least the end of the first academic term.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit

[www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **Late Applications**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **Admissions Criteria for George Dixon Academy Sixth Form**

Every year, a proportion of students from Year 11 enter the Sixth Form to continue their studies and students from other schools and colleges may be eligible to join them.

### **Sixth Form Capacity**

September 2025 – Year 12 - 50

September 2025 - Year 13 - 50

### **Internal applicants**

Priority for places is given to students in Year 11 currently on roll who meet the entry requirements for Sixth Form courses. If the number of applications exceeds the admission number, the Academy Trust will give priority to applications in accordance with the criteria in the order listed, depending upon applicants achieving the relevant entry requirements for individual subjects.

### **External applicants**

External applications are welcome. Places will be offered to students who the academic criteria for each course of study.

### **Advice and guidance**

All students will receive advice and guidance to support them in making the correct post-16 choices.

### **Oversubscription criteria**

1. Looked after or previously looked after children.
2. Where a child has a brother or sister (sibling) currently attending the school. (The Local Authority's 'sibling' definition has been adopted.)
3. Proximity of the child's home to the school, those living nearer to school (George Dixon Academy – The main entrance on Portland Road) accorded higher priority.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main School entrance on Portland Road.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date



and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **GREENWOOD ACADEMY**

Farnborough Road, Castle Vale, Birmingham, B35 7NL Tel: 0121 464 6101

[www.greenwoodacademy.org](http://www.greenwoodacademy.org)

Type:	Academy
Age range:	11–18
Published Admission Number:	180
DFE No:	330 4006

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 408 preferences received ranking the school 1 – 6. Last child admitted lived 5359 metres from the school
- 2023 – 526 preferences received ranking the school 1 – 6. Last child admitted lived 2926 metres from the school
- 2023 – 531 preferences received ranking the school 1 – 6. Last child admitted lived 2131 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.

2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the academy.

Greenwood Academy have adopted the Local Authority's definitions for, 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting Lists**

Subject to any provisions regarding waiting lists in the coordinated admission scheme, the Academy will operate a waiting list. Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the Academy and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

### **Late applications**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Please consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. Applications made after the start of the autumn term 2025 will be treated as an in-year application. You are encouraged to ensure that your application is received on time.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **Admission outside the normal age group**

Parents may seek a place for their child outside of their normal (chronological) age group, for example, if the child is exceptionally gifted and talented or has experienced problems such as ill health.

Parents do not have the right to insist that their child is admitted to a particular year group. The Academy will admit children outside their normal age group only in exceptional

circumstances. If parents wish their child to be admitted outside their normal age group they must still make their application alongside children applying at the normal age and must make their request for admission outside the normal age group clear on their Application Form to the Local Authority for a school place. At the same time, parents should also write to the Principal at the address below to *request* admission out of the normal age group. Parents should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. The decision made by AET will be based on the individual circumstances of each case and in the best interests of the child concerned. In making the decision, AET will consider the views of the Principal.

The Academy can be contacted at the following address:

The Principal  
Greenwood Academy  
Farnborough Road  
Birmingham B35 7NL  
Tel: 0121 464 6101  
Fax: 0121 464 7069

### **In Year Admissions**

The Academy will co-ordinate their own in year admissions and an application made outside the normal admissions round (in-year admissions) should be made directly to the Academy. Parents/carers can apply for a place for their child at any time and to any school. On receipt of an in-year application, the school will notify the Local Authority of both the application and its outcome, to allow the Local Authority to keep up to date with figures on the availability of schools places within their authority.

### **Fair Access Protocols**

The Academy works in accordance with the in-year Fair Access Protocols held by the Local Authority; should a vulnerable child within the protocols require a place at the Academy, they will take precedence over any child on the waiting list.

### **Sixth Form**

**Important:** [Sixth Form Pause Statement](#)

Greenwood Academy will admit 10 students into Year 12 from other schools (external applicants) who meet the academic requirements for entry in the priority order of the oversubscription criteria. The Published Admission Number (PAN) for admissions to Year 12 is 10. Internal candidates (those who were on roll at the Academy in Year 11) and who meet the academic requirements for entry are eligible to transfer to the sixth form.

For further details of the oversubscription criteria and the academic requirements for entry please see the Sixth Form prospectus, a copy of which is available from the Academy.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the front school gates.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **HALL GREEN SCHOOL**

Southam Road, Hall Green, Birmingham, B28 0AA Tel: 0121 628 8787

[www.hallgreen.bham.sch.uk](http://www.hallgreen.bham.sch.uk)

Type:	Academy
Age range:	11–16
Published Admission Number:	180
DFE No:	330 5409

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1346 preferences received ranking the school 1 – 6. Last child admitted lived 1510 metres from the school
- 2023 – 1265 preferences received ranking the school 1 – 6. Last child admitted lived 1942 metres from the school
- 2024 – 1302 preferences received ranking the school 1 – 6. Last child admitted lived 1593 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Hall Green is an 11-16 Academy; co-educational: one admission age group; roll 900; provides mainstream integration of SEN Statemented pupils with physical disabilities.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which children to admit:

1. First priority goes to looked after or previously looked after children.
2. Secondly, we give priority to children with an elder brother or sister in the school who will be in attendance at the school in September of the year admission is sought.
3. Thirdly, we give priority to children of staff.
4. Fourthly, we give priority to children who live nearest the school, as calculated on the basis of a straight line measurement between home and the main entrance of the school.

Hall Green School have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Children of Staff**

Admission authorities may give priority in their oversubscription criteria to children of staff in either or all of the following circumstances:

- a. Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made.
- b. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit

[www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **In Year Applications**

Applications made outside the normal admissions round (in-year admissions) should be made directly to the school. Parents/carers can apply for a place for their child at any time

and to any school. On receipt of an in-year application, the school will notify the local authority of both the application and its outcome, to allow the local

### **Fair Access Protocol**

The Governing Body of Hall Green School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is able to give priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number subject.

### **Waiting List**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the school's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

**All school places are offered on the basis that the information provided is correct. The school reserves the right to withdraw any offer on the basis of a fraudulent or intentionally misleading application.**

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main school gates.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **HAMSTEAD HALL ACADEMY**

Craythorne Avenue, Handsworth Wood, Birmingham, B20 1HL Tel: 0121 386 7510

[www.hamsteadhall.com](http://www.hamsteadhall.com)

Type:	Academy
Age range:	11–18
Published Admission Number:	210
DFE No:	330 4240

### **How to make an In-Year application**

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 852 preferences received ranking the school 1 – 6. Last child admitted lived 2269 metres from the school
- 2023 – 856 preferences received ranking the school 1 – 6. Last child admitted lived 3118 metres from the school
- 2024 – 823 preferences received ranking the school 1 – 6. Last child admitted lived 2806 metres from the school

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Children with a brother or a sister already on roll at the academy and who will still be in attendance in Years 7,8,9,10,11 in September 2025, but **excluding those children attending the sixth form**.
3. Children who are currently in Year 6 at Grestone Academy.
4. Distance from the Academy.

Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home and the academy gate on Craythorne Avenue.

## Siblings

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- i have one or both natural parents in common;
- or ii are related by a parent's marriage;
- or iii are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or fostered or related by a parents' 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.

All siblings must still be attending the Academy at the time the child enters the school. For example, for the September 2025 intake the sibling must still be attending in September 2025. **Therefore, for secondary transfers siblings in Year 11 during the September 2024 – August 2025 academic year or the Sixth Form are not classed as meeting the sibling criteria.**

Hamstead Hall have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc.)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Feeder School (Grestone Academy)**

**Parents of children attending the linked feeder school (Grestone Academy) should make an application in accordance with the school's application procedure.** There is no guarantee of transfer and a further application must be made in line with the admissions process.

### **Waiting Lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is



gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **Sixth Form Admissions**

All applicants for the Sixth Form must satisfy the entry requirements for the different pathways and subjects offered. For A-Levels applicants require 5 Grade 4 GCSEs or equivalent including English and Mathematics. To study a level 3 vocational pathway

including BTEC qualifications, applicants are required to have 4 Grade 4 GCSEs or equivalent.

Additionally, applicants must:

- Meet the entry requirements for individual subject choices as indicated in the Sixth Form course information booklet, located on the Academy website.
- Have an excellent attendance and punctuality record.
- Have an excellent work ethic and behaviour record in Year 11 at Hamstead Hall Academy or previous school.
- Suitable reference provided by their current educational establishment.

Students can complete a combination of subjects from across both A Level and Vocational Pathways if the necessary entry requirements have been met.

Applications for each academic year open in October and should be completed online via the Academy website. Closing dates for applications are in early January.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the academy gates on Craythorne Avenue.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **HARBORNE ACADEMY**

Harborne Road, Edgbaston, Birmingham, B15 3JL Tel: 0121 464 2737

[www.harborneacademy.co.uk](http://www.harborneacademy.co.uk)

Type:	Academy
Age range:	11–16
Published Admission Number:	120
DFE No:	330 6910

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 891 preferences received ranking the school 1 – 6. Last child admitted lived 2839 metres from the school
- 2023 – 863 preferences received ranking the school 1 – 6. Last child admitted lived 2509 metres from the school
- 2024 – 918 preferences received ranking the school 1 – 6. Last child admitted lived 2036 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

When there are more applications than places available at the school the following criteria will be used to determine which children will be allocated places:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the school who will still be in attendance in September 2025.
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and the school gate on Harborne Road.

Harborne Academy have adopted the Local Authority's definitions for; 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting Lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants

will be added to the Academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **In Year Applications**

Applications made outside the normal admissions round (in-year admissions) should be made directly to the school. Parents/carers can apply for a place for their child at any time and to any school.

On receipt of an in-year application, the school will notify the local authority of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of school places in Birmingham.

### **Fair Access Protocol**

The Governing Body of Harborne Academy is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is able to give priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number subject.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the front School gates on Harborne Road.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](http://www.hillcrest.bham.sch.uk)

## **HILLCREST SCHOOL AND SIXTH FORM CENTRE**

Stonehouse Lane, Bartley Green, Birmingham, B32 3AE Tel: 0121 464 3172

[www.hillcrest.bham.sch.uk](http://www.hillcrest.bham.sch.uk)

Type: Academy (Girls)  
Age range: 11–18

Published Admission Number: 120  
DFE No: 330 4012

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Hillcrest School is an 11-18 all girls' comprehensive school. The main principle of admission is to provide for the educational needs of young people in the surrounding area and across the city. We are an inclusive school and welcome all applications. We have a non-selective admissions policy. We are happy to take all children into our nurturing environment to allow them to develop their unique skills and abilities.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Child who has a sister who will be in attendance in September 2025 (including in the sixth form).
3. Distance, children that live nearest to the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

### **Definitions**

#### **Siblings**

A sister is defined as: having the same two natural parents; having one common parent; having a 'step' sibling relationship; legally adopted or fostered by the same parent(s).

Siblings refers to full, half, adopted, step, fosters sisters or the daughter of the parent's partner, and, in every case, the girl must be living in the same family unit at the same address.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or fostered or related by a parents' 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.

If children of multiple births (twins/triplets) require admission in the same year group and there is only one place left within the published admissions number (PAN), the school will offer places above the PAN.

Hillcrest Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Admissions outside the normal age group**

On very rare occasions, parents may feel it is in their child's best interests for them to be admitted to school outside their normal age group. For example, parents may feel it is better for their child to start in Year 7 when other children their age are starting in Year 8. This is perhaps due to their child's ill-health or premature birth.

Parents have the right to request, but not insist that their child be considered for admission to a year group outside of their normal age. This could be the case, for example, if their child is gifted and talented or is already being educated outside their normal age group at their current school.

Parents who wish for their child to be considered for admission outside their normal age group must make an application for the normal year group in the first instance. Parents must then submit a formal request to the Board of Governors for the child to be considered for a different age group instead. This written request should outline the reasons why they wish for their child to be considered to be admitted into a year group outside their normal age group. In addition, parents should provide any supportive evidence or documentation that they wish to be taken into account as part of their request.

The Board of Governors will consider such requests and advise parents of the outcome of that request. If the request is refused, the original application for the normal age group will progress.

## **Children of UK service personnel and crown servants**

For families of service personnel with a confirmed posting, or crown servants returning from overseas, the school will allocate a place in advance of the family arriving in the area (as long as a place is available at the time of the application), provided the application is accompanied by an official letter that declares a relocation date. The school will not refuse to process the application or refuse a place because the family have not yet arrived at an intended address, or do not yet live in the area.

## **Waiting list**

The school holds waiting lists for over-subscribed year groups.

Waiting lists are not maintained on a 'first come-first served' basis. Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. A child's position on the waiting list does not depend upon the time they have been on the list but will be determined by how they meet the oversubscription criteria. Applications for inclusion on a waiting list must be made on the school's appropriate form. Waiting lists will be reviewed regularly to see if the place is still required. Pupils will remain on the waiting list until parents/carers decide the place is no longer required.

Waiting List applications will be ranked according to the school's oversubscription criteria, as described above. Thereafter the list will be re-ordered in line with the published over subscription criteria.

The waiting list will be maintained until the end of each academic year. A new application will have to be made for a new academic year. The school will aim to notify parents the outcome of their application in writing within 10 school days.

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

## **In Year Applications**

Applications made outside the normal admissions round (in-year admissions) should be made directly to the school. Parents/carers can apply for a place for their child at any time and to any school.

On receipt of an in-year application, the school will notify the local authority of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of school places in Birmingham.

## Sixth Form

Guidance on sixth form admissions and appeals arrangements can be found on the school website here: [Sixth Form Applications](#)

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of the main school building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## HODGE HILL COLLEGE

Bromford Road, Hodge Hill, Birmingham, B36 8HB Tel: 0121 783 7807

[www.hodgehill.bham.sch.uk](http://www.hodgehill.bham.sch.uk)

Type:	Community
Age range:	11–16
Published Admission Number:	240
DFE No:	330 4201

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) or by using a Local Authority Preference Form.

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 887 preferences received ranking the school 1 – 6. Last child admitted lived 1861 metres from the school
- 2023 – 886 preferences received ranking the school 1 – 6. Last child admitted lived 2043 metres from the school
- 2024 – 908 preferences received ranking the school 1 – 6. Last child admitted lived 1449 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)



## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside England).
2. Children with a brother or a sister already at the school who will still be in attendance in September 2025.
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

## Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and a point within the main school building.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit: [Birmingham Local Authority Admissions Arrangements](#)

## **HODGE HILL GIRLS' SCHOOL**

Bromford Road, Hodge Hill, Birmingham B36 8EY Tel: 0121 464 3094

[www.hodgehgs.bham.sch.uk](http://www.hodgehgs.bham.sch.uk)

Type: Community (Girls)  
Age range: 11–16  
Published Admission Number: 150  
DFE No: 330 4015

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1231 preferences received ranking the school 1 – 6. Last child admitted lived 1830 metres from the school
- 2023 – 679 preferences received ranking the school 1 – 6. Last child admitted lived 1869 metres from the school
- 2024 – 707 preferences received ranking the school 1 – 6. Last child admitted lived 2259 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Children with a sister already at the school who will still be in attendance in September 2025.
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

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To view the Local Authority's definitions, click on the below link;

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the entrance to the school building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit: [Birmingham Local Authority Admissions Arrangements](#)

## **HOLTE SCHOOL**

Wheeler Street, Lozells, Birmingham B19 2EP Tel: 0121 566 4370

[www.holte.bham.sch.uk](http://www.holte.bham.sch.uk)

Type:	Community
Age range:	11–18
Published Admission Number:	192
DFE No:	330 4223

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 810 preferences received ranking the school 1 – 6. Last child admitted lived 775 metres from the school

- 2023 – 773 preferences received ranking the school 1 – 6. Last child admitted lived 941 metres from the school
- 2024 – 785 preferences received ranking the school 1 – 6. Last child admitted lived 951 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Children with a brother or a sister already at the school who will still be in attendance in September 2025. **(Siblings in Sixth Form are not classed as siblings).**
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

**To view the Local Authority’s definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Sixth Form: Year 12 Entry Requirements in Birmingham Community Schools**

Year 12 applications are not coordinated by the Local Authority. Applications should be made direct to the school(s) concerned.

Pupils are considered for entry into Year 12 based on their academic attainment, individual subject grade criteria and the availability and suitability of courses at the school.

Details of the academic requirements for each course can be obtained by contacting the school.

Internal applicants who meet the minimum academic entrance requirements will be offered a place automatically.

### **Year 12 oversubscription criteria**

The following oversubscription criteria will be used for external applicants at community schools when there are more applications than places available:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Where the child has a brother or sister currently attending the School.
3. Proximity of the child's home to school with those living nearer accorded the higher priority.

Year 12 is not dependent upon attendance or behaviour records.

Applicants refused a place in Year 12 are entitled to appeal to an independent appeal panel.

Note: Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of the school grounds (approximately).

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit: [Birmingham Local Authority Admissions Arrangements](https://www.birmingham.gov.uk/admissions)

## **HOLYHEAD SCHOOL**

Milestone Lane, Holyhead Road, Birmingham B21 0HN Tel: 0121 523 1960

[www.holyheadschool.org.uk](http://www.holyheadschool.org.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	210
DFE No:	330 4241

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 –772 preferences received ranking the school 1 – 6. Last child admitted lived 1038 metres from the school
- 2023 –794 preferences received ranking the school 1 – 6. Last child admitted lived 1103 metres from the school
- 2024 –735 preferences received ranking the school 1 – 6. Last child admitted lived 2113 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Holyhead is an Academy, co-educational, admitting students in Year 7 (roll 1300) and Sixth Form (roll depending on applications).

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which children to admit:

1. Looked after and previously looked after children (in public care).
2. Siblings, Children with an older brother or sister already at the school who will still be in attendance at the time the sibling enters the school.
3. Children of Staff at the School.
  - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or
  - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable shortage
4. Children who live nearest the school.

Holyhead have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

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## DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS

### **Late applications**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **UK Service & Crown Service Personnel**

For families of service personnel with a confirmed posting, or crown servants returning from overseas, the school will:

- allocate a place in advance of the family arriving in the area (as long as one is available), provided the application is accompanied by an official letter that declares a relocation date.

Admission authorities must not refuse to process an application and must not refuse a place solely because the family do not yet have an intended address, or do not yet live in the area.

- use the address at which the child will live when applying their oversubscription criteria, as long as the parents provide some evidence of their intended address.

Admission authorities must use a Unit or quartering address as the child's home address when considering the application against their oversubscription criteria, where a parent requests this.

### **Appeals**

Where parents are not satisfied with the school allocated by the Local Authority for Year 7 entry, or refused admission 'In-Year', arrangements exist for appeals to be heard by an Appeals Panel, which is independent of Holyhead School.

Appeals in respect of Admission to Holyhead School should be sent to the Clerk to the Governing Body at the school's address, in accordance with prescribed procedures.

### **Waiting Lists**

If Holyhead was a parent's preferred choice of school and they have not been allocated a place, they will be informed of their right to appeal and asked if they wish to go on to Holyhead's waiting list, which will be held for at least one term in the academic year of admission.

Children named on the waiting list will be ranked in the same order as Holyhead's published oversubscription criteria.

Should places become available at Holyhead, an offer to students from the waiting list will be made.

Inclusion on Holyhead's waiting list does not mean that a place will eventually become available. It may be that those already allocated places do not give them up and that Holyhead is unable to make further offers in the future.

### **Admissions Criteria for Holyhead Sixth Form**

Every year a proportion of students from Year 11 enter the Sixth Form to continue their studies and students from other schools and colleges may be eligible to join them.

Sixth Form Capacity: September 2025

Year 12        125

Year 13        125

### **Internal applicants**

Priority for places is given to students in Year 11 currently on roll who meet the entry requirements for Sixth Form courses.

If the number of applications exceeds the admission number, the Governors will give priority to applications in accordance with the criteria in the order listed, depending upon applicants achieving the relevant entry requirements for individual subjects.

### **External applicants**

Applications from internal candidates who meet the academic requirements will be considered first.

For external applications the remaining places available on a particular course will be offered to those who have the better grades at GCSE or subject specific requirements.

### **Advice and guidance**

All students will receive advice and guidance to support them in making the correct post-16 choices.

### **Academic entry requirements**

All students are required to meet the following academic entry requirements to be considered for a place at Holyhead Sixth Form:

Year 1 of A Level/Level 3 BTEC courses (including Applied 'A' levels):

- A minimum of 5 GCSEs at Grade 4/C and above (to include Maths and English at Grade 4 or above)
- A Grade 6 (or Grade 6 in Maths and English) in a subject studied at GCSE for which they intend to study at A Level, e.g. History A Level requires a Grade 6 in History at GCSE, Maths and Science A levels require a Grade 7.

With the school no longer entering students for external AS Level exams there is an additional entry requirement for students to continue into the Year 13 part of a course in



individual subjects, based on their performance through Year 12 culminating in their end of year exams:

- A minimum of Grade D and above from their end of Year 12 exams in the subject if studied at A Level
- A minimum of a Merit in BTEC/Level 3 Applied General/Technical subject

(Students not meeting these requirements for a subject will be provided with an alternative subject option).

### **Year 12 – Initial Application Meeting**

Each student who applies to the Sixth Form will have a meeting with the Director of Post 16 or a member of the School Leadership Team to discuss course options, academic and other requirements pertinent to joining Post 16 education. The academic requirements to enter Sixth Form will be the same for internal and external applicants.

### **The process**

For all candidates, final and firm offers can only be made upon receipt of examination results in August. There is no guarantee that a subject that has been advertised will run. Applicants should note therefore that admission is to the Sixth Form and not to study a particular course of study.

The Sixth Form will admit up to 10 external students into Year 12. The school reserves the option to allocate up to 5 additional places or to reduce by 5 places in order to balance overall numbers in the 2 years in the Sixth Form, taking into consideration health & safety requirements with regards to building capacity and staff/student ratio.

The school will keep a waiting list for students who still wish to attend Holyhead Academy Sixth Form, have met the entry requirements, but for whom there is no place due to oversubscription. The waiting list will be operated up to 31 December in the year of offer year or throughout the whole of Year 12 [and Year 13].

### **Confirmation of a Place in the Sixth Form**

A place will only be confirmed on GCSE results day when a student is in receipt of their grades and enrolls into the Sixth Form.

### **Over subscription criteria**

The over-subscription criteria of looked after children, siblings and distance will only be used if the number of external candidates exceeds the amount of places the school is able to admit.

### **Appeals**

Where applicants are not satisfied with the school's decision, arrangements exist for appeals to be heard by an Appeals Panel, which is independent of Holyhead School.

Appeals in respect of Admission to Holyhead Sixth Form should be sent to the Consultant Clerk to the Governing Body at the school's address, in accordance with prescribed procedures.

Unsuccessful applicants will be informed of their right to appeal and asked if they wish to go on to Holyhead's waiting list, which will be held for at least one term in the academic year of admission.

### **Fair Access Protocol**

The Local Governing Board have adopted the LA policy for admission of previously excluded or hard-to-place children.

Fair Access Protocols may only be used to place specific groups of vulnerable and/or hard-to-place children, where they are having difficulty in securing a school place in-year, and it can be demonstrated that reasonable measures have been taken to secure a place through the usual in-year admission procedures. For more information, please see the following weblink: [Fair Access Protocol](#)

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the School gate on Milestone Lane (as the crow flies).

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **HOLY TRINITY CATHOLIC SCHOOL**

Oakley Road, Small Heath, Birmingham B10 0AX Tel: 0121 772 0184

[www.holytrc.com](http://www.holytrc.com)

Type:	Academy
Age range:	11–16
Published Admission Number:	151
DFE No:	330 4026

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) . You will also be required to complete a supplementary information form for the school (SIF) which is

available from the school office. The SIF must be returned to the school office. Both must be completed to be considered for a place.

### **Previous admission pattern at the time of offer of places for Year 7**

Priority will be given to practising Catholics initially. All applicants were offered in 2022, 2023 and 2024.

- 2022 - 438 preferences received ranking the school 1 – 6. All applicants offered
- 2023 - 429 preferences received ranking the school 1 – 6. All applicants offered
- 2024 - 426 preferences received ranking the school 1 – 6. All applicants offered

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with these admission arrangements.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Board of Directors will give priority firstly to children who will have a brother or sister attending Holy Trinity Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance.

### **Oversubscription Criteria**

1. Baptised Catholic children (see Note 2 below) who are looked after or

previously looked after (See Note 3 below)

2. Baptised Catholic children (see Note 2 below) currently attending a named feeder school (see Note 5 below).
3. Baptised children who currently live in the parish area of a designated Catholic feeder school, who are not currently attending the designated Catholic feeder school (see Note 5 below).
4. Other Baptised Catholic children (see Note 2 below).
5. Non-Catholic children who are looked after or previously looked after (See Note 3 below).
6. Non-Catholic children currently attending a named feeder school (see Note 5 below).
7. Other non-Catholic children.

#### **Note 1**

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

#### **Note 2**

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this may affect the criteria that your child is placed into, which may affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the

looked after child being ranked as a non-Catholic.

### **Note 3**

A “looked after child” has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making the application to the school. A “previously looked after child” is a child who was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the Local Governing Body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### **Note 4**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents’ marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

### **Note 5**

The named feeder schools for Holy Trinity Catholic School are:

- **Holy Family Catholic Primary School**
- **The Rosary Catholic Primary School**
- **St Vincent’s Catholic Primary School.**

The parish areas are:

- **Holy Family, Small Heath**
- **Our Lady of the Rosary**
- **St Thereses of Lisieux,**
- **Saltley and St Vincent de Paul**
- **Ashted and Vauxhall.**

### **Note 6**

Distances are calculated on the basis of a straight-line measurement between the child’s home address and the front gate at Oakley Road. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child’s home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Local Governing Body, will use a computerised system to randomly select the child to be offered the final place.

The Local Governing Body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the Local Governing Body that the child lives at the address put forward by the parents.

The Local Governing Body reserves the right to withdraw the offer of a place or, where a child is already attending the school the place itself, where it is satisfied that the offer or place was obtained by deception.

### **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Local Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Local Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Local Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Local Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Local Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **APPEALS**

Parents who wish to appeal against the decision of the Board of Directors to refuse their child a place in the school should make that appeal request in writing to the Chair of the Board of Directors at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Board of Directors have offered a place in the normal age group instead.

## **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Board of Directors has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

## **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

### **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at Holy Trinity Catholic School but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the last day of the summer term 2026 and will then be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a named feeder school (see Note 5 above) who have not been offered a place in the school by the beginning of the Autumn term 2025 will be re-ranked to take into account that they will no longer be attending that feeder school from 1<sup>st</sup> September 2025. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1<sup>st</sup> September 2025.

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

### **IN YEAR FAIR ACCESS PROTOCOL**

The Board of Directors of Holy Trinity Catholic School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Board of Directors is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Board of Directors has this power, even when admitting the child would mean exceeding the published admission number.



## **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website.

To apply for a place at Holy Trinity Catholic School in-year, parents will be required to complete Birmingham Local Authority's [In-Year Application Form](#) and return it directly to the school, ensuring that any required supplementary information is also attached.

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Board of Director's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

**Note:** Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate at Oakley Road.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **JEWELLERY QUARTER ACADEMY**

St Georges Court, Albion Street, Birmingham, B1 3AA Tel: 0121 289 3944

[www.jewelleryquarter.academy](http://www.jewelleryquarter.academy)

Type:	Free School
Age Range:	11-16
Published Admissions Number:	120
DFE No:	330 4016

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 all applicants were offered.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

- A. Looked after or previously looked after children.
- B. Children with a brother or sister already at the school who will still be in attendance in September of the academic year of the sibling joining the school.
- C. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main school gates. The Local Authority uses a computerised system (Cartology), which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the School.

### **Looked after or previously looked after children**

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order. 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 the definition in Section 22(1) of the Children Act 1989). In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

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 will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). These children are referred to as internationally adopted previously looked after children – "IAPLAC". Evidence will be required from the carer confirming that their child meets the above criteria in accordance with the DfE's non-statutory guidance on the admission of IAPLAC.

## **Siblings**

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- i. have one or both natural parents in common;
- or ii. are related by a parent's marriage;
- or iii. are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or 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.

## **Distance**

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main school gates. The Local Authority uses a computerised system (Cartology), which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the School.

## **Shared Responsibility**

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

## **Final Qualifier**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats.

If there is no other way of separating the application according to the admissions criteria, and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place. In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.

## **Waiting Lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants

will be added to the school's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

## **In-Year Applications**

Applications made outside the normal admissions round (in-year admissions) should be made directly to the school. Parents/carers can apply for a place for their child at any time and to any school. The application form can be obtained from Birmingham Local Authority's website: [In-Year Application](#)

The school will notify parents of the decision in writing within 15 school days and will notify the local authority of both the application and its outcome to allow the Local Authority to keep up to date with figures on the availability of school places in Birmingham.

## **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **Fair Access**

The Governing Body of this Academy is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main school gates.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI ASTON SCHOOL**

Frederick Road, Aston, Birmingham, B6 6DJ Tel: 0121 327 1130

[www.keaston.bham.sch.uk](http://www.keaston.bham.sch.uk)

Type:	Academy Grammar (Boys)
Age range:	11–18
Published Admission Number:	140
DFE No:	330 5408

### **How to make an In-Year application**

Please note that children who are older than 11 years may not register for the tests. However, parents/carers can still contact the School about their admission arrangements for places in other year groups. [In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test (“the qualifying score”). An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 981 preferences received ranking the school 1 – 6
- 2023 – 1017 preferences received ranking the school 1 – 6
- 2024 – 1076 preferences received ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

For previous admissions patterns and selective test results please visit: [Results and Offers | The Grammar Schools in Birmingham](#)

### **Admissions Policy Statement**

King Edward VI Aston School (“the school”) is an Academy for boys aged 11-18 years and is designated as a selective grammar school under S104 of the School Standards and Framework Act, 1998.

Admission to the school is on the basis of selection by reference to ability. Only boys who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school. These arrangements require that prospective pupils are considered for admission on the basis of a combined score, standardised according to the age of the pupil, on standardised tests of verbal, numerical and non-verbal reasoning ability.

All boys born between 1 September 2013 and 31 August 2014 will have attained the age of 11 years by 1 September 2025 and are eligible to apply for admission in September 2025.

### **Oversubscription Criteria**

Applicants are required to sit an entrance test and must achieve the qualifying score in order to be eligible for admission to the school. Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:

1. Looked After Children / Previously Looked After Children who achieve the qualifying score. Applicants in this category will be ranked by test score and then by distance from the school.
2. Children attracting the Pupil Premium who achieve the qualifying score and live within the school catchment area\*. Applicants in this category will be ranked by distance from the school.
3. If fewer than 35 places (25% of the PAN) are filled by applicants in category 2, offers will be made to children attracting the Pupil Premium who achieve the qualifying score and live outside the catchment area, until a total of 35 children attracting the Pupil Premium have been offered. If 35 or more places are filled by applicants in category 2, there will be no offers made from this category. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then by distance from the school.
4. Applicants who achieve the priority score and live within the school catchment area\*. Applicants in this category will be given priority if they have an older sibling\*\* at the school; then ranked by distance from the school.
5. Applicants achieving the qualifying score. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then ranked by distance from the school.

The qualifying score and priority score will be published on [www.birminghamgrammarschools.org](http://www.birminghamgrammarschools.org) prior to the entrance test.

\*The catchment area consists of home addresses that are within the following electoral wards:

### **Birmingham**

Alum Rock, Aston, Bromford & Hodge Hill, Castle Vale, Erdington, Garretts Green, Glebe Farm & Tile Cross, Gravelly Hill, Heartlands, Nechells, Perry Common, Pype Hayes, Shard End, Sheldon, Stockland Green, Sutton Four Oaks, Sutton Mere Green, Sutton Reddicap, Sutton Roughley, Sutton Trinity, Sutton Vesey, Sutton Walmley & Minworth, Sutton Wylde Green, Ward End, Yardley East, Yardley West & Stechford.

### **Solihull**

Castle Bromwich, Chelmsley Wood, Kingshurst & Fordbridge, Smith's Wood.

A map of the [Catchment Area](#) is available to view on the school website. To check which ward a Birmingham home address falls into, visit [www.birmingham.gov.uk/wardlookup](http://www.birmingham.gov.uk/wardlookup)

To check which ward a non-Birmingham address falls into, please visit your home local authority's website.

\*\*Siblings are considered to be those children who live at the same address and either have one or both natural parents in common, are related by a parent's marriage or are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or fostered or related by a parents' 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. Older siblings on roll in the Sixth Form (who will still be in attendance in September 2025) will be classed as a sibling claim.

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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates). The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system. An applicant's home address will be verified by the local authority as part of the school application process. If a parent/carer knowingly provides false information which would affect the success of their application, they may have the offer of a school place withdrawn.

Children attracting Pupil Premium are those who have been registered for free school meals (not universal infant free school meals) at any point in the 6 years prior to the entrance test. Parents/Carers must submit a completed Pupil Premium eligibility form before the day of the entrance test. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made in March 2025. The Academy Trust reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Shared Responsibility**

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

### **Separating "final qualifier" Applications (twins, blocks of flats etc)**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly



the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place.

### **Procedural Arrangements for Admission**

Information explaining the entrance test arrangements for admission in September 2025 will be available online at [West Midlands Grammar Schools](https://www.westmidlandsgrammar.com) website from May 2024.

**Test registration is made electronically via the relevant website and must be submitted by 4pm on 28 June 2024. Candidates who are not registered by the deadline may only be tested in exceptional circumstances and considered after the main round of allocations has been made in March 2025.**

Parents will also have to complete their home Local Authority (LA) common application form ranking their choice of schools in order of preference. This list may contain grammar schools and other schools. Only the LA will know the rankings and applications must be submitted by 31 October 2024. Applications and any change of addresses after this date will not be considered until after places have been offered in March 2025.

In accordance with the Equality Act 2010, King Edward VI Grammar Schools will consider requests for adjustments to the entrance test from parents/carers of a pupil with a disability who wishes to attend the school. An additional form must be completed by 14 June 2024, along with relevant medical evidence and information from the current primary school. An independent specialist panel will consider the information submitted to decide whether reasonable adjustments should be made for the candidate.

Where the school has been named on a child's Education, Health & Care Plan (EHC) the child will be admitted. The naming of the school is undertaken after a statutory consultation with the school so as to consider whether the school is suitable for the child's age, ability, aptitude or special educational needs. The school would require and expects to see cogent evidence that the child's ability is of the requisite academic standard as part of that process evidenced by the child having achieved the qualifying score in the admission test. This is not an oversubscription criterion but the Admission Number will reduce accordingly for all other applicants.

The entrance test will take place in September 2024.

Children who move into the local area (defined as the following local authorities: Birmingham, Coventry, Dudley, Sandwell, Solihull, Staffordshire, Walsall, Warwickshire, Wolverhampton, Worcestershire) between the test registration deadline and the test date will be tested and considered in the main round of admissions. Applications received after the test will be considered after initial allocations have been made.

Places at the school will be offered in accordance with the admissions policy outlined above. Parents will be notified in writing on 1 March 2025 or next working day which school their child has been offered.

Parents have a statutory right of appeal if they are not satisfied with the place offered. Parents can appeal for only the preferred schools that have been indicated on the LA preference form. Appeals must be lodged by a date in March which will be specified on the website. Appeal hearings are normally held in May and June.

### **Admission of children outside of their normal age group**

Boys who will not have reached the age of 11 years by 1 September 2025, but who are taught in the same year group at primary school as those who will have done so, may be considered for admission to the school in September 2025.

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September 2025.

Requests to sit the entrance test and apply for a place at the school outside the normal age group must be made by contacting the admission department at the academy trust prior to the closing date for test registration (28 June 2024). A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence that is deemed relevant to each case. The admission authority will make a decision whether to allow the child to sit the entrance test outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision. If the child meets the admission criteria and is offered a place, they will be admitted to Year 7.

A child in either of these groups has only one opportunity to sit the entrance test and the offer of a place will be withdrawn if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists (Years 7-11)**

#### **Year 7 (first term)**

If a vacancy arises during the first term of Year 7, the waiting list in existence from 1 March of that year will be used and the place offered in accordance with the admissions criteria above. This is a list of those who sat the entrance test and achieved the qualifying score who did not receive an offer from this school or a more preferred school.

#### **Mid Year 7 - 11**

At any point from January after the pupil starts Year 7, parents may apply for a place at the school. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list

and parents will be informed of their right of appeal. If a vacancy arises, candidates on the waiting list will be invited to take a test and the place will be awarded to the highest scoring candidate above a minimum standard.

## **Policy and Procedural Arrangements for Sixth Form Admissions**

### **Admission number**

A limited number of external admissions is anticipated each year into Year 12. For entry into Year 12 in September 2025 this number is expected to be 20. External candidates wishing to apply for a place in the Sixth Form should contact the school. It is not necessary for parents of existing pupils to apply formally for places in Year 12. Places will be provided to internal students who meet the entry requirements.

### **Entry requirements**

To achieve entry into the Sixth Form in September 2025, prospective entrants (both internal and external candidates) must achieve a minimum of seven GCSE passes at grades 9-5, including at least grades 6 in English and Mathematics.

In order to study a subject at A-Level a student must have achieved at least a grade 7 at GCSE in that subject (where applicable).

In order to study Further Mathematics, a student must have achieved a grade 9 in Mathematics at GCSE level.

In order to study a combination of Biology, Chemistry, Physics, Mathematics and Computer Science, a student must have achieved 8, 7, 7 in GCSEs involving these subjects (for example to study Mathematics, Biology and Chemistry a student must have achieved an 8 in at least one of these subjects and 7s in the others). For applicants with Double Award Science, we would expect grade 8/7 as applicable.

To study four A Levels, students must achieve five grade 8s or above, with a grade 8 in at least three of their choices.

Further Mathematics will only be considered as an additional fourth A Level where applicable.

Pupils studying Physics must also study Mathematics.

### **Conditions of offers**

Offers of places in the Sixth Form will be conditional on achievement of these results in the subjects for which the candidate applied. Where the candidate has not met those requirements, the school is not obliged to offer a place on an alternative course, even where the candidate may have achieved the entry requirements in that alternative subject.

Offers of places are conditional on the capacity of the chosen courses. Satisfaction of the grade entry criteria will not guarantee an offer if the subject is over-subscribed. In order for an offer to be made, the applicant must be applying for courses in which there is capacity in each subject the applicant has applied for.

### **Oversubscription criteria**

In the event of oversubscription for external places priority will be given to:

1. “Looked after” or “previously looked after” children. Applicants in this category will be ranked by distance from the school (according to straight-line distance between home and school calculated via Google Maps or equivalent);
2. Candidates who are eligible for Pupil Premium funding in Year 11, up to a maximum of 25% of the total places available for external applicants, ranked by distance from the school (according to straight-line distance between home and school calculated via Google Maps or equivalent);
3. Candidates who have achieved the highest average point score across all GCSE subjects taken, ranked by score and then by distance if necessary.

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, random selection will be used to determine the child to be offered the final place.

### **Waiting list**

Any applicant who meets the general admissions requirement but who cannot be offered a place based on the criteria detailed above will be added to the school’s waiting list. The waiting list will be maintained by the school until 31 December 2025.

### **Confirmation of offers**

Conditional offers will become ‘firm’ offers when a copy of GCSE results is provided by 12 noon on GCSE results day. If a student is away on this day, it is strongly advised they make arrangements for GCSE results to be delivered, uploaded, or sent by e-mail.

This is the responsibility of the applicant and results not received by the deadline may result in withdrawal of the conditional offer.

### **Appeals**

If a student is refused a place, they have the right to an appeal to an independent appeal panel. Any appeal application should be sent to the Clerk to the Governors. The Clerk will arrange an appeal within 30 working days of receiving the appeal request. Please note that parents/carers of the student have a separate right of appeal to an independent appeal panel. Again, please send any application to the Clerk to the Governors.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant’s home address and a point decided by the school (the front gates).

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI BALAAM WOOD ACADEMY**

New Street, Frankley, Birmingham, B45 0EU Tel: 0121 464 9901

<https://bwa.kevibham.org/>

Type:	Academy
Age range:	11–16
Published Admission Number:	90
DFE No:	330 4036

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 there were more applicants than places available.

- 2022 – 240 preferences received ranking the school 1 – 6. Last child admitted lived 18,715 metres from the school
- 2023 – 243 preferences received ranking the school 1 – 6. Last child admitted lived 2200 metres from the school
- 2023 – 309 preferences received ranking the school 1 – 6. Last child admitted lived 2708 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Admissions Policy Statement**

King Edward VI Balaam Wood Academy (“the school”) is an Academy for boys and girls aged 11-16 years.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked After Children / Previously Looked After Children.
2. Children with an older sibling at the school who will still be in attendance in September of the year admission is sought.
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home and the centre of the school building.

The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system. An applicant's home address will be verified by the local authority as part of the school application process. **If a parent/carer knowingly provides false information which would affect the success of their application, they may have the offer of a school place withdrawn.**

King Edward VI Balaam Wood Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Admission of children outside of their normal age group**

#### **Summer**

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September.

A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence that is deemed relevant to each case.

The Admission Authority will make a decision whether to allow an application to enter Year 7 outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision.

### **Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists (Years 7-11)**

At any point from September after the pupil starts Year 7, parents may apply for a place by contacting the academy directly. The academy will provide an in-year application form. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list which is held in accordance with the admissions criteria above and parents will be informed of their right of appeal. The academy will aim to notify parents of the outcome of their in-year application within 10 school days and will notify them in writing within 15 school days.

A child's position on the waiting list will be determined solely in accordance with the arrangements outlined above. Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

The Academy will provide details of places available to the Local Authority within two school days of a request for the information. This enables the local authority to monitor availability of academy places in Birmingham and supports Keeping Children Safe in Education.

The Academy will notify the local authority of an In-Year application and its outcome as soon as reasonably practicable, aiming to do so within two school days.

Children referred for placement via the Fair Access Protocol must be allocated a school place within 20 school days.

King Edward VI Balaam Wood Academy is part of the OAKS Collegiate of schools and acts in accordance with the Fair Access Protocol.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of the school building.

#### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI CAMP HILL SCHOOL FOR BOYS**

Vicarage Road, Kings Heath, Birmingham, B14 7QJ Tel: 0121 444 3188

<http://www.camphillboys.bham.sch.uk/>

Type: Academy Grammar (Boys)  
Age range: 11–18  
Published Admission Number: 120  
DFE No: 330 5407

### **How to make an In-Year application**

Please note that children who are older than 11 years may not register for the tests. However, parents/carers can still contact the school about their admission arrangements for places in other year groups. [In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test (“the qualifying score”). An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 843 preferences received ranking the school 1 – 6
- 2023 – 917 preferences received ranking the school 1 – 6
- 2023 – 879 preferences received ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

For previous admissions patterns and selective test results please visit: [Results and Offers | The Grammar Schools in Birmingham](#)

### **Admissions Policy Statement**

King Edward VI Camp Hill School for Boys (“the school”) is an Academy for boys aged 11-18 years and is designated as a selective grammar school under S104 of the School Standards and Framework Act, 1998.

Admission to the school is on the basis of selection by reference to ability. Only boys who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school.

These arrangements require that prospective pupils are considered for admission on the basis of a combined score, standardised according to the age of the pupil, on standardised tests of verbal, numerical and non-verbal reasoning ability.

All boys born between 1 September 2013 and 31 August 2014 will have attained the age of 11 years by 1 September 2025 and are eligible to apply for admission in September 2025.



## Oversubscription Criteria

Applicants are required to sit an entrance test and must achieve the qualifying score in order to be eligible for admission to the school. Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:

1. Looked After Children / Previously Looked After Children who achieve the qualifying score. Applicants in this category will be ranked by test score and then by distance from the school.
2. Children attracting the Pupil Premium who achieve the qualifying score and live within the school catchment area\*. Applicants in this category will be ranked by distance from the school.
3. If fewer than 30 places (25% of the PAN) are filled by applicants in category 2, offers will be made to children attracting the Pupil Premium who achieve the qualifying score and live outside the catchment area, until a total of 30 children attracting the Pupil Premium have been offered. If 30 or more places are filled by applicants in category 2, there will be no offers made from this category. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then by distance from the school.
4. Applicants who achieve the priority score and live within the school catchment area\*. Applicants in this category will be given priority if they have an older sibling\*\* at the school; then ranked by distance from the school.
5. Applicants achieving the qualifying score. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then ranked by distance from the school.

The qualifying score and priority score will be published on [www.birminghamgrammarschools.org](http://www.birminghamgrammarschools.org) prior to the entrance test.

\*The catchment area consists of home addresses that are within the following electoral wards in Birmingham:

Acocks Green, Balsall Heath West, Billesley, Bordesley & Highgate, Bordesley Green, Bournbrook & Selly Park, Brandwood & Kings Heath, Druids Heath & Monyhull, Hall Green North, Hall Green South, Highters Heath, Moseley, Small Heath, South Yardley, Sparkbrook & Balsall Heath East, Sparkhill, Stirchley, Tyseley & Hay Mills.

A map of the [Catchment Area](#) is available to view on the school website. To check which ward a Birmingham home address falls into, visit [www.birmingham.gov.uk/wardlookup](http://www.birmingham.gov.uk/wardlookup)

\*\*Siblings are considered to be those children who live at the same address and either have one or both natural parents in common, are related by a parent's marriage or are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or fostered or related by a parents' 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.

Older siblings on roll in the Sixth Form (who will still be in attendance in September 2025) will be classed as a sibling claim. An older sibling on roll at King Edward VI Camp Hill School for Girls will also be included as a valid sibling claim for King Edward VI Camp Hill School for Boys.

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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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.

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates). The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system. An applicant's home address will be verified by the local authority as part of the school application process. If a parent/carer knowingly provides false information which would affect the success of their application, the offer of a school place may be withdrawn.

Children attracting Pupil Premium are those who have been registered for free school meals (not universal infant free school meals) at any point in the 6 years prior to the entrance test. Parents/Carers must submit a completed Pupil Premium eligibility form before the day of the entrance test. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made in March 2025. The Academy Trust reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Shared Responsibility**

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

### **Separating "final qualifier" Applications (twins, blocks of flats etc)**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same

address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place.

### **Procedural Arrangements for Admission**

Information explaining the entrance test arrangements for admission in September 2025 will be available online at [West Midlands Grammar Schools](https://www.westmidlandsgrammar.com) website from May 2024.

**Test registration is made electronically via the relevant website and must be submitted by 4pm on 28 June 2024. Candidates who are not registered by the deadline may only be tested in exceptional circumstances and considered after the main round of allocations has been made in March 2025.**

Parents will also have to complete their home Local Authority (LA) common application form ranking their choice of schools in order of preference. This list may contain grammar schools and other schools. Only the LA will know the rankings and applications must be submitted by 31 October 2024.

Applications and any change of addresses after this date will not be considered until after places have been offered in March 2025.

In accordance with the Equality Act 2010, King Edward VI Grammar Schools will consider requests for adjustments to the entrance test from parents/carers of a pupil with a disability who wishes to attend the school. An additional form must be completed by 14 June 2024, along with relevant medical evidence and information from the current primary school. An independent specialist panel will consider the information submitted to decide whether reasonable adjustments should be made for the candidate.

Where the school has been named on a child's Education, Health & Care Plan (EHC) the child will be admitted. The naming of the school is undertaken after a statutory consultation with the school so as to consider whether the school is suitable for the child's age, ability, aptitude or special educational needs. The school would require and expects to see cogent evidence that the child's ability is of the requisite academic standard as part of that process evidenced by the child having achieved the qualifying score in the admission test. This is not an oversubscription criterion but the Admission Number will reduce accordingly for all other applicants.

The entrance test will take place in September 2024.

Children who move into the local area (defined as the following local authorities: Birmingham, Coventry, Dudley, Sandwell, Solihull, Staffordshire, Walsall, Warwickshire, Wolverhampton, Worcestershire) between the test registration deadline and the test date will be tested and considered in the main round of admissions. Applications received after the test will be considered after initial allocations have been made.

Places at the school will be offered in accordance with the admissions policy outlined above. Parents will be notified in writing on 1 March 2025 or next working day which school their child has been offered.

Parents have a statutory right of appeal if they are not satisfied with the place offered. Parents can appeal for only the preferred schools that have been indicated on the LA preference form. Appeals must be lodged by a date in March which will be specified on the website. Appeal hearings are normally held in May and June.

### **Admission of children outside of their normal age group**

Boys who will not have reached the age of 11 years by 1 September 2025, but who are taught in the same year group at primary school as those who will have done so, may be considered for admission to the school in September 2025.

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September 2025.

Requests to sit the entrance test and apply for a place at the school outside the normal age group must be made by contacting the admission department at the academy trust prior to the closing date for test registration (28 June 2024). A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence that is deemed relevant to each case. The admission authority will make a decision whether to allow the child to sit the entrance test outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision. If the child meets the admission criteria and is offered a place, they will be admitted to Year 7.

A child in either of these groups has only one opportunity to sit the entrance test and the offer of a place will be withdrawn if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists (Years 7-11)**

#### **Year 7 (first term)**

If a vacancy arises during the first term of Year 7, the waiting list in existence from 1 March of that year will be used and the place offered in accordance with the admissions criteria above. This is a list of those who sat the entrance test and achieved the qualifying score who did not receive an offer from this school or a more preferred school.

#### **Mid Year 7 - 11**

At any point from January after the pupil starts Year 7, parents may apply for a place at the school. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list and parents will be informed of their right of appeal. If a vacancy arises, candidates on

the waiting list will be invited to take a test and the place will be awarded to the highest scoring candidate above a minimum standard.

## **Policy and Procedural Arrangements for Sixth Form Admissions**

### **Sixth Form External Admission Number:**

40

### **Admissions Criteria:**

Admission to the Sixth Form is based on a student's performance in their best 6 GCSE subjects, plus GCSE English Language and Mathematics (this is referred to as 'Best 8' throughout this document). Points are awarded as follows:

Points are awarded as follows:

- 9 for a grade 9
- 8 for a grade 8
- 7 for a grade 7
- 6 for a grade 6
- 5 for a grade 5
- 4 for a grade 4
- 3 for a grade 3
- 2 for a grade 2
- 1 for a grade 1

The minimum total points required to be considered for entry into the Sixth Form is 54.

Prospective students (both existing students and external candidates) need to achieve a minimum of a grade 5 in English Language GCSE and grade 6 in Mathematics GCSE, and a minimum of a grade 7 in the subjects to be studied at A Level.

To study Further Mathematics, a grade 8 is required. If a student wishes to study a subject at A Level that they have not been able to study at GCSE then a grade 7 in an equivalent subject is required (e.g. a grade 7 in Mathematics GCSE for Economics A Level; grade 7s in two sciences at GCSE for Psychology A Level).

### **Sixth Form Oversubscription:**

40 places are available for external applicants.

In the event of oversubscription, priority will be given to students based on the following criteria. The criteria will be applied in rank order:

1. Looked After Children / Previously Looked After Children who meet the admissions criteria
2. Students attracting the Pupil Premium who meet the admissions criteria, up to a maximum of 25% of the total places available for external applicants. Applicants in

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this category will be ranked by highest (Best 8) predicted GCSE score (or mock GCSE results, if these are higher).

3. Offers will then be made (depending on capacity in the Sixth Form and in individual subjects) to other external applicants with the highest (Best 8) predicted GCSE score (or mock GCSE results, if these are higher).
4. Where external applicants have equal Best 8 subject scores, then the average score of the 3 stated A Level subjects (or equivalent subjects, if a stated subject was not studied at GCSE), will be applied.

Within each category, where there is a tie, priority will be given to those living in closest proximity to the school

**Waiting list:**

Any applicant who meets the general admissions requirement but who cannot be offered a place based on the criteria detailed above will be added to the school's waiting list.

**Confirming conditional offers:**

Conditional offers will become 'firm' offers when a copy of GCSE results are provided by 3 pm on GCSE results day. If a student is away on this day, it is strongly advised they make arrangements for GCSE results to be delivered, faxed or sent by e-mail to KECHB. This is the responsibility of the applicant and results not received by the deadline, may result in withdrawal of the offer.

**Discrepancies between predicted and actual results of external candidates:**

If the applicant's actual Best 8 GCSE score is more than 4 points below the predicted (or mock) Best 8 Subject score, then the Best 8 score will be recalculated using actual grades and an applicant's position in the ranking order may change accordingly. Consequently, the offer of a place may no longer be valid.

**Appeals:**

If a student is refused a place at King Edward VI Camp Hill School for Boys, they have the right to appeal to the Governing Body c/o The Clerk to the Governors. The Clerk will arrange an appeal within 30 school days of receiving the appeal request.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates).

**Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# KING EDWARD VI CAMP HILL SCHOOL FOR GIRLS

Vicarage Road, Kings Heath, Birmingham, B14 7QJ Tel: 0121 444 2150

[www.kechg.org.uk](http://www.kechg.org.uk)

Type:	Academy Grammar (Girls)
Age range:	11–18
Published Admission Number:	150
DFE No:	330 5406

## How to make an In-Year application

Please note that children who are older than 11 years may not register for the tests. However, parents/carers can still contact the School about their admission arrangements for places in other year groups. [In-Year Admissions](#)

## How to apply for Year 7 in September 2025

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test (“the qualifying score”). An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1336 preferences received ranking the school 1–6
- 2023 – 858 preferences received ranking the school 1–6
- 2024 – 870 preferences received ranking the school 1–6

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

For previous admissions patterns and selective test results please visit: [Results and Offers | The Grammar Schools in Birmingham](#)

## Admissions Policy Statement

King Edward VI Camp Hill School for Girls (“the school”) is an Academy for girls aged 11-18 years and is designated as a selective grammar school under S104 of the School Standards and Framework Act, 1998.

Admission to the school is on the basis of selection by reference to ability. Only girls who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school.

These arrangements require that prospective pupils are considered for admission on the basis of a combined score, standardised according to the age of the pupil, on standardised

tests of verbal, numerical and non-verbal reasoning ability.

All girls born between 1 September 2013 and 31 August 2014 will have attained the age of 11 years by 1 September 2025 are eligible to apply for admission in September 2025.

### **Oversubscription Criteria**

Applicants are required to sit an entrance test and must achieve the qualifying score in order to be eligible for admission to the school. Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:

1. Looked After Children / Previously Looked After Children who achieve the qualifying score. Applicants in this category will be ranked by test score and then by distance from the school.
2. Children attracting the Pupil Premium who achieve the qualifying score and live within the school catchment area\*. Applicants in this category will be ranked by distance from the school.
3. If fewer than 38 places (25% of the PAN) are filled by applicants in category 2, offers will be made to children attracting the Pupil Premium who achieve the qualifying score and live outside the catchment area, until a total of 38 children attracting the Pupil Premium have been offered. If 38 or more places are filled by applicants in category 2, there will be no offers made from this category. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then by distance from the school.
4. Applicants who achieve the priority score and live within the school catchment area\*. Applicants in this category will be given priority if they have an older sibling\*\* at the school; then ranked by distance from the school.
5. Applicants achieving the qualifying score. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then ranked by distance from the school.

The qualifying score and priority score will be published on [www.birminghamgrammarschools.org](http://www.birminghamgrammarschools.org) prior to the entrance test.

\*The catchment area consists of home addresses that are within the following electoral wards in Birmingham:

Acocks Green, Balsall Heath West, Billesley, Bordesley & Highgate, Bordesley Green, Bournbrook & Selly Park, Brandwood & Kings Heath, Druids Heath & Monyhull, Hall Green North, Hall Green South, Highters Heath, Moseley, Small Heath, South Yardley, Sparkbrook & Balsall Heath East, Sparkhill, Stirchley, Tyseley & Hay Mills.

A map of the [Catchment Area](#) is available to view on the school and Foundation website. To check which ward a Birmingham home address falls into, visit [www.birmingham.gov.uk/wardlookup](http://www.birmingham.gov.uk/wardlookup)



**\*\*Siblings** are considered to be those children who live at the same address and either have one or both natural parents in common, are related by a parent's marriage or are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or 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.

Older siblings on roll in the Sixth Form (who will still be in attendance in September 2025) will be classed as a sibling claim. An older sibling on roll at King Edward VI Camp Hill School for Boys will also be included as a valid sibling claim for King Edward VI Camp Hill School for Girls.

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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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.

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates). The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system. An applicant's home address will be verified by the local authority as part of the school application process. If a parent/carer knowingly provides false information which would affect the success of their application, the offer of a school place may be withdrawn.

Children attracting Pupil Premium are those who have been registered for free school meals (not universal infant free school meals) at any point in the 6 years prior to the entrance test. Parents/Carers must submit a completed Pupil Premium eligibility form before the day of the entrance test. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made in March 2025. The Academy Trust reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Shared Responsibility**

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

## **Separating “final qualifier” Applications (twins, blocks of flats etc)**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place.

## **Procedural Arrangements for Admission**

Information explaining the entrance test arrangements for admission in September 2025 will be available online at [West Midlands Grammar Schools](https://www.westmidlandsgrammar.com) website from May 2024.

**Test registration is made electronically via the relevant website and must be submitted by 4pm on 28 June 2024. Candidates who are not registered by the deadline may only be tested in exceptional circumstances and considered after the main round of allocations has been made in March 2025.**

Parents will also have to complete their home Local Authority (LA) common application form ranking their choice of schools in order of preference. This list may contain grammar schools and other schools. Only the LA will know the rankings and applications must be submitted by 31 October 2024.

Applications and any change of addresses after this date will not be considered until after places have been offered in March 2025.

In accordance with the Equality Act 2010, King Edward VI Grammar Schools will consider requests for adjustments to the entrance test from parents/carers of a pupil with a disability who wishes to attend the school. An additional form must be completed by 14 June 2024, along with relevant medical evidence and information from the current primary school. An independent specialist panel will consider the information submitted to decide whether reasonable adjustments should be made for the candidate.

Where the school has been named on a child’s Education, Health & Care Plan (EHC) the child will be admitted. The naming of the school is undertaken after a statutory consultation with the school so as to consider whether the school is suitable for the child’s age, ability, aptitude or special educational needs. The school would require and expects to see cogent evidence that the child’s ability is of the requisite academic standard as part of that process evidenced by the child having achieved the qualifying score in the admission test. This is not an oversubscription criterion but the Admission Number will reduce accordingly for all other applicants.

The entrance test will take place in September 2024.

Children who move into the local area (defined as the following local authorities: Birmingham, Coventry, Dudley, Sandwell, Solihull, Staffordshire, Walsall, Warwickshire, Wolverhampton, Worcestershire) between the test registration deadline and the test date will be tested and considered in the main round of admissions. Applications received after the test will be considered after initial allocations have been made.

Places at the school will be offered in accordance with the admissions policy outlined above. Parents will be notified in writing on 1 March 2025 or next working day which school their child has been offered.

Parents have a statutory right of appeal if they are not satisfied with the place offered. Parents can appeal for only the preferred schools that have been indicated on the LA preference form. Appeals must be lodged by a date in March which will be specified on the website. Appeal hearings are normally held in May and June.

### **Admission of children outside of their normal age group**

Girls who will not have reached the age of 11 years by 1 September 2025, but who are taught in the same year group at primary school as those who will have done so, may be considered for admission to the school in September 2025.

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September 2025.

Requests to sit the entrance test and apply for a place at the school outside the normal age group must be made by contacting the admission department at the academy trust prior to the closing date for test registration (28 June 2024). A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence that is deemed relevant to each case. The admission authority will make a decision whether to allow the child to sit the entrance test outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision. If the child meets the admission criteria and is offered a place, they will be admitted to Year 7.

A child in either of these groups has only one opportunity to sit the entrance test and the offer of a place will be withdrawn if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists (Years 7-11)**

#### **Year 7 (first term)**

If a vacancy arises during the first term of Year 7, the waiting list in existence from 1 March of that year will be used and the place offered in accordance with the admissions criteria above. This is a list of those who sat the entrance test and achieved the qualifying score who did not receive an offer from this school or a more preferred school.

## **Mid Year 7 - 11**

At any point from January after the pupil starts Year 7, parents may apply for a place at the school. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list and parents will be informed of their right of appeal. If a vacancy arises, candidates on the waiting list will be invited to take a test and the place will be awarded to the highest scoring candidate above a minimum standard.

## **Policy and Procedural Arrangements for Sixth Form Admissions**

### **Admission number**

A limited number of external admissions is anticipated each year into Year 12. For entry into Year 12 in September 2025 this number is expected to be 30. External candidates wishing to apply for a place in the Sixth Form should complete the necessary application form available on the school website and submit it by the stated deadline. It is not necessary for parents of existing pupils to apply formally for places in Year 12. Places will be provided to internal students who meet the entry requirements.

### **Entry requirements**

To achieve entry into the Sixth Form in September 2025, prospective entrants (both internal and external candidates) must achieve a minimum of six GCSE passes at grade 6 or above, including English Language and Mathematics.

A grade 7 or above at GCSE is required in those subjects (or equivalent subjects) to be studied at A Level. However, in Biology, Chemistry, Physics and Mathematics, it is strongly recommended that candidates achieve a grade 8 or above, as this indicates that they will be capable of dealing with the demands of these courses. In the case of Further Mathematics, pupils **must** have achieved a grade 9 in Mathematics GCSE. All offers will be made subject to the capacity on chosen courses and the over-subscription criteria below. Full details of subject specific grades or equivalent subject grades are listed on the school's website.

### **Conditions on offers**

Offers of places in the Sixth Form will be conditional on achievement of these results in the subjects for which the candidate applied. Where the candidate has not met those requirements, the school is not obliged to offer a place on an alternative course, even where the candidate may have achieved the entry requirements in that alternative subject.

Offers of places are conditional on the capacity of the chosen courses. Satisfaction of the grade entry criteria will not guarantee an offer if the subject is over-subscribed. When determining whether a subject is over-subscribed, the school will consider a maximum class size to be 25 students. In order for an offer to be made, the candidate must be applying for courses in which there is capacity in each subject the candidate has applied for.

### **Oversubscription criteria**

In the event of oversubscription for external places, priority will be given to;

1. “Looked after” or “previously looked after” children. Candidates in this category will be ranked by straight line distance of their home address to the school, with places offered to those living nearest to school;
2. Candidates who have applied to study at least two subjects from the following: Fine Art; Music; Drama; English Literature; French; Spanish; German; Latin; Geography; History; Government and Politics; and Religious Studies, Philosophy and Ethics. Candidates in this category will be ranked by straight line distance of their home address to the school, with places offered to those living nearest to school. (Please note that, where an offer is made on the basis of these subject choices, a student will **not** be able to change courses either before starting at the school or during the course of their sixth form studies);
3. Candidates who are currently enrolled at our named feeder school (King Edward VI Northfield School for Girls); ranked by highest average point score in the subjects relevant to their selected courses, based on their predicted grades (subject to those courses still having capacity), and then by distance if two candidates have the same score;
4. Candidates who are eligible for Pupil Premium funding in year 11 (up to a maximum of 25% of the total cohort), ranked by straight line distance of their home address to the school, with places offered to those living nearest to school;
5. Candidates who have achieved the highest average point score in the subjects relevant to their selected courses, based on their predicted grades (subject to those courses still having capacity), and then by distance if two candidates have the same score.

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, random selection will be used to determine the child to be offered the final place.

### **Waiting list**

Any applicant who meets the general admissions requirement but who cannot be offered a place based on the criteria detailed above will be added to the school’s waiting list. The waiting list will be maintained by the school until 31 December 2025.

### **Confirmation of offers**

Conditional offers will become ‘firm’ offers when a copy of GCSE results is provided by 12 noon on GCSE results day. If a student is away on this day, it is strongly advised they make arrangements for GCSE results to be delivered, uploaded, or sent by e-mail. This is the responsibility of the applicant and results not received by the deadline may result in withdrawal of the conditional offer.

## **Appeals**

If a student is refused a place, they have the right to an appeal to an independent appeal panel. Any appeal application should be sent to the Clerk to the Governors. The Clerk will arrange an appeal within 30 school days of receiving the appeal request. Please note that parents/carers of the student have a separate right of appeal to an independent appeal panel. Again, please send any application to the Clerk to the Governors.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates).

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI FIVE WAYS SCHOOL**

Scotland Lane, Bartley Green, Birmingham, B32 4BT Tel: 0121 475 3535

[www.kefw.org](http://www.kefw.org)

Type:	Academy Grammar (Mixed)
Age range:	11–18
Published Admission Number:	180
DFE No:	330 5405

### **How to make an In-Year application**

Please note that children who are older than 11 years may not register for the tests. However, parents/carers can still contact the School about their admission arrangements for places in other year groups. [In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

Admission to the school is on the basis of selection by reference to ability. Only children who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school. An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1474 preferences received ranking the school 1 – 6
- 2023 – 1442 preferences received ranking the school 1 – 6

- 2024 – 1452 preferences received ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

For previous admissions patterns and selective test results please visit: [Results and Offers | The Grammar Schools in Birmingham](#)

### **Admissions Policy Statement**

King Edward VI Five Ways School (“the school”) is an Academy for pupils aged 11-18 years and is designated as a selective grammar school under S104 of the School Standards and Framework Act, 1998.

Admission to the school is on the basis of selection by reference to ability. Only pupils who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school. These arrangements require that prospective pupils are considered for admission on the basis of a combined score, standardised according to the age of the pupil, on standardised tests of verbal, numerical and non-verbal reasoning ability.

All pupils born between 1 September 2013 and 31 August 2014 will have attained the age of 11 years by 1 September 2025 and are eligible to apply for admission in September 2025.

### **Oversubscription Criteria**

Applicants are required to sit an entrance test and must achieve the qualifying score in order to be eligible for admission to the school. Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:

1. Looked After Children / Previously Looked After Children who achieve the qualifying score. Applicants in this category will be ranked by test score and then by distance from the school.
2. Children attracting the Pupil Premium who achieve the qualifying score and live within the school catchment area\*. Applicants in this category will be ranked by distance from the school.
3. If fewer than 45 places (25% of the PAN) are filled by applicants in category 2, offers will be made to children attracting the Pupil Premium who achieve the qualifying score and live outside the catchment area, until a total of 45 children attracting the Pupil Premium have been offered. If 45 or more places are filled by applicants in category 2, there will be no offers made from this category. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then by distance from the school.
4. Applicants who achieve the priority score and live within the school catchment area\*. Applicants in this category will be given priority if they have an older sibling\*\* at the school; then ranked by distance from the school.
5. Applicants achieving the qualifying score. Applicants in this category will be ranked by

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test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then ranked by distance from the school.

The qualifying score and priority score will be published on [www.birminghamgrammarschools.org](http://www.birminghamgrammarschools.org) prior to the entrance test.

\*The catchment area consists of home addresses that fall within the following electoral wards:

### **Birmingham**

Allens Cross, Bartley Green, Bournville & Cotteridge, Frankley Great Park, Harborne, King's Norton North, King's Norton South, Longbridge & West Heath, Northfield, Quinton, Rubery & Rednal, Weoley & Selly Oak

### **Sandwell**

Abbey, Bristnall, Old Warley

A map of the [Catchment Area](#) is available to view on the school website. To check which ward a Birmingham home address falls into, visit [www.birmingham.gov.uk/wardlookup](http://www.birmingham.gov.uk/wardlookup)

To check which ward a non-Birmingham address falls into, please visit your home local authority's website.

\*\*Siblings are considered to be those children who live at the same address and either have one or both natural parents in common, are related by a parent's marriage or are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or fostered or related by a parents' 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.

Older siblings on roll in the Sixth Form (who will still be in attendance in September 2025) will be classed as a sibling claim.

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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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.

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates). The local authority uses a computerised system, which measures all distances in metres. Ordnance



Survey supply the co-ordinates that are used to plot an applicant's home address within this system. An applicant's home address will be verified by the local authority as part of the school application process. If a parent/carer knowingly provides false information which would affect the success of their application, the offer of a school place may be withdrawn.

Children attracting Pupil Premium are those who have been registered for free school meals (not universal infant free school meals) at any point in the 6 years prior to the entrance test. Parents/Carers must submit a completed Pupil Premium eligibility form before the day of the entrance test. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made in March 2025. The Academy Trust reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Shared Responsibility**

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

### **Separating “final qualifier” Applications (twins, blocks of flats etc)**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place.

### **Procedural Arrangements for Admission**

Information explaining the entrance test arrangements for admission in September 2025 will be available online at [West Midlands Grammar Schools](https://www.westmidlandsgrammar.com) website from May 2024.

**Test registration is made electronically via the relevant website and must be submitted by 4pm on 28 June 2024. Candidates who are not registered by the deadline may only be tested in exceptional circumstances and considered after the main round of allocations has been made in March 2025.**

Parents will also have to complete their home Local Authority (LA) common application form ranking their choice of schools in order of preference. This list may contain grammar schools and other schools. Only the LA will know the rankings and applications must be submitted by 31 October 2024. Applications and any change of addresses after this date will not be considered until after places have been offered in March 2025.

In accordance with the Equality Act 2010, King Edward VI Grammar Schools will consider requests for adjustments to the entrance test from parents/carers of a pupil with a disability who wishes to attend the school. An additional form must be completed by 14 June 2024, along with relevant medical evidence and information from the current primary school. An independent specialist panel will consider the information submitted to decide whether reasonable adjustments should be made for the candidate.

Where the school has been named on a child's Education, Health & Care Plan (EHC) the child will be admitted. The naming of the school is undertaken after a statutory consultation with the school so as to consider whether the school is suitable for the child's age, ability, aptitude or special educational needs. The school would require and expects to see cogent evidence that the child's ability is of the requisite academic standard as part of that process evidenced by the child having achieved the qualifying score in the admission test. This is not an oversubscription criterion but the Admission Number will reduce accordingly for all other applicants.

The entrance test will take place in September 2024.

Children who move into the local area (defined as the following local authorities: Birmingham, Coventry, Dudley, Sandwell, Solihull, Staffordshire, Walsall, Warwickshire, Wolverhampton, Worcestershire) between the test registration deadline and the test date will be tested and considered in the main round of admissions. Applications received after the test will be considered after initial allocations have been made.

Places at the school will be offered in accordance with the admissions policy outlined above. Parents will be notified in writing on 1 March 2025 or next working day which school their child has been offered.

Parents have a statutory right of appeal if they are not satisfied with the place offered. Parents can appeal for only the preferred schools that have been indicated on the LA preference form. Appeals must be lodged by a date in March which will be specified on the website. Appeal hearings are normally held in May and June.

### **Admission of children outside of their normal age group**

Children who will not have reached the age of 11 years by 1 September 2025, but who are taught in the same year group at primary school as those who will have done so, may be considered for admission to the school in September 2025.

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September 2025.

Requests to sit the entrance test and apply for a place at the school outside the normal age group must be made by contacting the admission department at the academy trust prior to the closing date for test registration (28 June 2024). A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary

school along with any other evidence that is deemed relevant to each case. The admission authority will make a decision whether to allow the child to sit the entrance test outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision. If the child meets the admission criteria and is offered a place, they will be admitted to Year 7.

A child in either of these groups has only one opportunity to sit the entrance test and the offer of a place will be withdrawn if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

## **Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists (Years 7-11)**

### **Year 7 (first term)**

If a vacancy arises during the first term of Year 7, the waiting list in existence from 1 March of that year will be used and the place offered in accordance with the admissions criteria above. This is a list of those who sat the entrance test and achieved the qualifying score who did not receive an offer from this school or a more preferred school.

### **Mid Year 7 - 11**

At any point from January after the pupil starts Year 7, parents may apply for a place at the school. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list and parents will be informed of their right of appeal. If a vacancy arises, candidates on the waiting list will be invited to take a test and the place will be awarded to the highest scoring candidate above a minimum standard.

## **Policy and Procedural Arrangements for Sixth Form Admissions**

### **Admission number**

A limited number of external admissions is anticipated each year into Year 12. For entry into Year 12 in September 2025 this number is expected to be 20. Parents of external candidates wishing to enrol a student into the Sixth Form should contact the school. It is not necessary for parents of existing pupils to apply formally for places in Year 12. Places will be provided to internal students who meet the entry requirements.

### **Entry requirements**

To achieve entry into the Sixth Form in September 2025, prospective entrants (both internal and external candidates) must achieve a minimum of six GCSE passes at grade 6 or above, including English and Mathematics.

In order to study a subject at A-Level a student must have achieved at least a grade 7 at GCSE in that subject.

In order to study Further Mathematics, a student must have achieved at least a grade 8 in Mathematics at GCSE level.

Further details of grade requirements can be found on the school website.

### **Conditions of offers**

Offers of places are conditional on the capacity of the chosen courses. Satisfaction of the grade entry criteria will not guarantee an offer if the subject is over-subscribed. In order for an offer to be made, the applicant must be applying for courses in which there is capacity in each subject the applicant has applied for.

### **Oversubscription criteria**

In the event of oversubscription for external places, priority will be given to:

1. "Looked after" or "previously looked after" children. Applicants in this category will be ranked by distance from the school (according to straight-line distance between home and school calculated via Google Maps or equivalent);
2. Candidates who have achieved the highest average point score across all GCSE subjects taken, ranked by score and then by distance if two candidates have the same score.

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, random selection will be used to determine the child to be offered the final place.

### **Waiting list**

Any applicant who meets the general admissions requirement but who cannot be offered a place based on the criteria detailed above will be added to the school's waiting list. The waiting list will be maintained by the school until 31 December 2025.

### **Offers**

Five Ways Sixth Form operates a post GCSE application process. Prospective students should register their interest in advance of GCSE results day using the online form on the school website. However, students who did not complete this form in advance can telephone the school to register interest and communicate their grades on results day. Offers will then be made based on the oversubscription criteria.

### **Appeals**

If a student is refused a place, they have the right to an appeal to an independent appeal panel. Any appeal application should be sent to the Clerk to the Governors. The Clerk will arrange an appeal within 30 school days of receiving the appeal request. Please note that parents/carers of the student have a separate right of appeal to an independent appeal panel. Again, please send any application to the Clerk to the Governors.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates).

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI HANDSWORTH GRAMMAR SCHOOL FOR BOYS**

Grove Lane, Handsworth, Birmingham, B21 9ET Tel: 0121 554 2794

[www.handsworth.bham.sch.uk](http://www.handsworth.bham.sch.uk)

Type:	Academy Grammar (Boys)
Age range:	11–18
Published Admission Number:	150
DFE No:	330 5402

### **How to make an In-Year application**

Please note that children who are older than 11 years may not register for the tests. However, parents/carers can still contact the School about their admission arrangements for places in other year groups. [In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

Only children who attain the required standard in the prescribed arrangements for selection by reference to aptitude are eligible to be considered for admission to the school. An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1046 preferences received ranking the school 1 – 6
- 2023 – 1057 preferences received ranking the school 1 – 6
- 2024 – 1140 preferences received ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

For previous admissions patterns and selective test results please visit: [Results and Offers | The Grammar Schools in Birmingham](#)

### **Admissions Policy Statement**

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King Edward VI Handsworth Grammar School for Boys (“the school”) is an Academy for boys aged 11-18 years and girls aged 16-18 years and is designated as a selective grammar school under S104 of the School Standards and Framework Act, 1998.

Admission to the school is on the basis of selection by reference to ability. Only boys who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school. These arrangements require that prospective pupils are considered for admission on the basis of a combined score, standardised according to the age of the pupil, on standardised tests of verbal, numerical and non-verbal reasoning ability.

All boys born between 1 September 2013 and 31 August 2014 will have attained the age of 11 years by 1 September 2025 and are eligible to apply for admission in September 2025.

### **Oversubscription Criteria**

Applicants are required to sit an entrance test and must achieve the qualifying score in order to be eligible for admission to the school. Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:

1. Looked After Children / Previously Looked After Children who achieve the qualifying score. Applicants in this category will be ranked by test score and then by distance from the school.
2. Children attracting the Pupil Premium who achieve the qualifying score and live within the school catchment area\*. Applicants in this category will be ranked by distance from the school.
3. If fewer than 38 places (25% of the PAN) are filled by applicants in category 2, offers will be made to children attracting the Pupil Premium who achieve the qualifying score and live outside the catchment area, until a total of 38 children attracting the Pupil Premium have been offered. If 38 or more places are filled by applicants in category 2, there will be no offers made from this category. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then by distance from the school.
4. Applicants who achieve the priority score and live within the school catchment area\*. Applicants in this category will be given priority if they have an older sibling\*\* at the school; then ranked by distance from the school.
5. Applicants achieving the qualifying score. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then ranked by distance from the school.

The qualifying score and priority score will be published on [www.birminghamgrammarschools.org](http://www.birminghamgrammarschools.org) prior to the entrance test.

\*The catchment area consists of home addresses that are within the following electoral wards:

**Birmingham**

Birchfield, Edgbaston, Handsworth, Handsworth Wood, Holyhead, Kingstanding, Ladywood, Lozells, Newtown, North Edgbaston, Oscott, Perry Barr, Soho & Jewellery Quarter.

**Sandwell**

Smethwick, Soho & Victoria, St Paul's, West Bromwich Central.

A map of the [Catchment Area](#) is available to view on the school website.

To check which ward a Birmingham home address falls into, visit [www.birmingham.gov.uk/wardlookup](http://www.birmingham.gov.uk/wardlookup)

To check which ward a non-Birmingham address falls into, please visit your home local authority's website.

\*\*Siblings are considered to be those children who live at the same address and either have one or both natural parents in common, are related by a parent's marriage or are adopted or fostered by a common parent. Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or fostered or related by a parents' 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.

Older siblings on roll in the Sixth Form (who will still be in attendance in September 2025) will be classed as a sibling claim. An older sibling on roll at King Edward VI Handsworth School for Girls will also be included as a valid sibling claim for King Edward VI Handsworth Grammar School for Boys.

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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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.

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates). The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system. An applicant's home address will be verified by the local authority as part of the

school application process. If a parent/carer knowingly provides false information which would affect the success of their application, the offer of a school place may be withdrawn.

Children attracting Pupil Premium are those who have been registered for free school meals (not universal infant free school meals) at any point in the 6 years prior to the entrance test.

Parents/Carers must submit a completed Pupil Premium eligibility form before the day of the entrance test. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made in March 2025. The Academy Trust reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Shared Responsibility**

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

### **Separating “final qualifier” Applications (twins, blocks of flats etc)**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place.

### **Procedural Arrangements for Admission**

Information explaining the entrance test arrangements for admission in September 2025 will be available online at [West Midlands Grammar Schools](https://www.westmidlandsgrammar.com) website from May 2024.

**Test registration is made electronically via the relevant website and must be submitted by 4pm on 28 June 2024. Candidates who are not registered by the deadline may only be tested in exceptional circumstances and considered after the main round of allocations has been made in March 2025.**

Parents will also have to complete their home Local Authority (LA) common application form ranking their choice of schools in order of preference. This list may contain grammar schools and other schools. Only the LA will know the rankings and applications must be submitted by 31 October 2024. Applications and any change of addresses after this date will not be considered until after places have been offered in March 2025.



In accordance with the Equality Act 2010, King Edward VI Grammar Schools will consider requests for adjustments to the entrance test from parents/carers of a pupil with a disability who wishes to attend the school. An additional form must be completed by 14 June 2024, along with relevant medical evidence and information from the current primary school. An independent specialist panel will consider the information submitted to decide whether reasonable adjustments should be made for the candidate.

Where the school has been named on a child's Education, Health & Care Plan (EHC) the child will be admitted. The naming of the school is undertaken after a statutory consultation with the school so as to consider whether the school is suitable for the child's age, ability, aptitude or special educational needs. The school would require and expects to see cogent evidence that the child's ability is of the requisite academic standard as part of that process evidenced by the child having achieved the qualifying score in the admission test. This is not an oversubscription criterion but the Admission Number will reduce accordingly for all other applicants.

The entrance test will take place in September 2024.

Children who move into the local area (defined as the following local authorities: Birmingham, Coventry, Dudley, Sandwell, Solihull, Staffordshire, Walsall, Warwickshire, Wolverhampton, Worcestershire) between the test registration deadline and the test date will be tested and considered in the main round of admissions. Applications received after the test will be considered after initial allocations have been made.

Places at the school will be offered in accordance with the admissions policy outlined above. Parents will be notified in writing on 1 March 2025 or next working day which school their child has been offered.

Parents have a statutory right of appeal if they are not satisfied with the place offered. Parents can appeal for only the preferred schools that have been indicated on the LA preference form. Appeals must be lodged by a date in March which will be specified on the website. Appeal hearings are normally held in May and June.

### **Admission of children outside of their normal age group**

Boys who will not have reached the age of 11 years by 1 September 2025, but who are taught in the same year group at primary school as those who will have done so, may be considered for admission to the school in September 2025.

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September 2025.

Requests to sit the entrance test and apply for a place at the school outside the normal age group must be made by contacting the admission department at the academy trust prior to the closing date for test registration (28 June 2024). A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary

school along with any other evidence that is deemed relevant to each case. The admission authority will make a decision whether to allow the child to sit the entrance test outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision. If the child meets the admission criteria and is offered a place, they will be admitted to Year 7.

A child in either of these groups has only one opportunity to sit the entrance test and the offer of a place will be withdrawn if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

## **Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists (Years 7-11)**

### **Year 7 (first term)**

If a vacancy arises during the first term of Year 7, the waiting list in existence from 1 March of that year will be used and the place offered in accordance with the admissions criteria above. This is a list of those who sat the entrance test and achieved the qualifying score who did not receive an offer from this school or a more preferred school.

### **Mid Year 7 - 11**

At any point from January after the pupil starts Year 7, parents may apply for a place at the school. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list and parents will be informed of their right of appeal. If a vacancy arises, candidates on the waiting list will be invited to take a test and the place will be awarded to the highest scoring candidate above a minimum standard.

## **Policy and Procedural Arrangements for Sixth Form Admissions**

The school welcomes applications from boys and girls at age 16 years for entry into the Sixth Form. A limited number of external admissions is anticipated each year into Year 12. For entry into Year 12 in September 2024 this number is expected to be at least 10. Details of how to apply can be found in the Sixth Form area of the school website.

To achieve entry into the Sixth Form in September 2025, prospective entrants (both existing pupils and external candidates) must achieve a minimum of seven GCSE passes at grade 7 or higher including English and Mathematics.

A grade 7 at GCSE is expected as a minimum requirement for most subjects, the exception being Further Mathematics that requires a minimum grade 9.

Offers of places in the Sixth Form will be conditional on achievement of these results and capacity on chosen courses. In the event of over-subscription priority will be given to: "looked after or previously looked after children" and then those who live nearest to the school (according to the straight-line distance between home and school).

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home and the front gate at the School.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI HANDSWORTH SCHOOL FOR GIRLS**

Rose Hill Road, Handsworth, Birmingham B21 9AR Tel: 0121 554 2342

[www.kingedwardvi.bham.sch.uk](http://www.kingedwardvi.bham.sch.uk)

Type:	Academy Grammar (Girls)
Age range:	11–18
Published Admission Number:	192
DFE No:	330 5404

### **How to make an In-Year application**

Please note that children who are older than 11 years may not register for the tests. However, parents/carers can still contact the School about their admission arrangements for places in other year groups. [In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

Admission to the school is on the basis of selection by reference to ability. Only girls who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school. An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1383 preferences received ranking the school 1 – 6
- 2023 – 1061 preferences received ranking the school 1 – 6
- 2024 – 1126 preferences received ranking the school 1 – 6

### **Historic admissions offer information**

## [Secondary school \(year 7\) historic offer information](#)

For previous admissions patterns and selective test results please visit: [Results and Offers | The Grammar Schools in Birmingham](#)

### **Admissions Policy Statement**

King Edward VI Handsworth School for Girls (“the school”) is an Academy for girls aged 11-18 years and is designated as a selective grammar school under S104 of the School Standards and Framework Act, 1998.

Admission to the school is on the basis of selection by reference to ability. Only girls who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the school. These arrangements require that prospective pupils are considered for admission on the basis of a combined score, standardised according to the age of the pupil, on standardised tests of verbal, numerical and non-verbal reasoning ability.

All girls born between 1 September 2013 and 31 August 2014 will have attained the age of 11 years by 1 September 2025 and are eligible to apply for admission in September 2025.

### **Oversubscription Criteria**

Applicants are required to sit an entrance test and must achieve the qualifying score in order to be eligible for admission to the school. Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:

1. Looked After Children / Previously Looked After Children who achieve the qualifying score. Applicants in this category will be ranked by test score and then by distance from the school.
2. Children attracting the Pupil Premium who achieve the qualifying score and live within the school catchment area\*. Applicants in this category will be ranked by distance from the school.
3. If fewer than 48 places (25% of the PAN) are filled by applicants in category 2, offers will be made to children attracting the Pupil Premium who achieve the qualifying score and live outside the catchment area, until a total of 48 children attracting the Pupil Premium have been offered. If 48 or more places are filled by applicants in category 2, there will be no offers made from this category. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then by distance from the school.
4. Applicants who achieve the priority score and live within the school catchment area\*. Applicants in this category will be given priority if they have an older sibling\*\* at the school; then ranked by distance from the school.
5. Applicants achieving the qualifying score. Applicants in this category will be ranked by test score. Where scores are equal, priority will be given to those with a sibling\*\* at the school; then ranked by distance from the school.

The qualifying score and priority score will be published on [www.birminghamgrammarschools.org](http://www.birminghamgrammarschools.org) prior to the entrance test.

\*The catchment area consists of home addresses that are within the following electoral wards:

**Birmingham**

Alum Rock, Aston, Birchfield, Bromford & Hodge Hill, Castle Vale, Edgbaston, Erdington, Garretts Green, Glebe Farm & Tile Cross, Gravelly Hill, Handsworth, Handsworth Wood, Heartlands, Holyhead, Kingstanding, Ladywood, Lozells, Nechells, Newtown, North Edgbaston, Oscott, Perry Barr, Perry Common, Pype Hayes, Shard End, Sheldon, Soho & Jewellery Quarter, Stockland Green, Sutton Four Oaks, Sutton Mere Green, Sutton Reddicap, Sutton Roughley, Sutton Trinity, Sutton Vesey, Sutton Walmley & Minworth, Sutton Wylde Green, Ward End, Yardley East, Yardley West & Stechford.

**Sandwell**

Smethwick, Soho & Victoria, St Pauls, West Bromwich.

**Solihull**

Castle Bromwich, Chelmsley Wood, Kingshurst & Fordbridge, Smith's Wood.

A map of the [Catchment Area](#) is available to view on the school website.

To check which ward a Birmingham home address falls into, visit [www.birmingham.gov.uk/wardlookup](http://www.birmingham.gov.uk/wardlookup)

To check which ward a non-Birmingham address falls into, please visit your home local authority's website.

\*\*Siblings are considered to be those children who live at the same address and either have one or both natural parents in common, are related by a parent's marriage or are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or fostered or related by a parents' 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.

Older siblings on roll in the Sixth Form (who will still be in attendance in September 2025) will be classed as a sibling claim. An older sibling on roll at King Edward VI Handsworth Grammar School for Boys will also be included as a valid sibling claim for King Edward VI Handsworth School for Girls.

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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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.

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates). The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system. An applicant's home address will be verified by the local authority as part of the school application process. If a parent/carer knowingly provides false information which would affect the success of their application, the offer of a school place may be withdrawn.

Children attracting Pupil Premium are those who have been registered for free school meals (not universal infant free school meals) at any point in the 6 years prior to the entrance test. Parents/Carers must submit a completed Pupil Premium eligibility form before the day of the entrance test. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made in March 2025. The Academy Trust reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Shared Responsibility**

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

### **Separating “final qualifier” Applications (twins, blocks of flats etc)**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place.

### **Procedural Arrangements for Admission**

Information explaining the entrance test arrangements for admission in September 2025 will be available online at [West Midlands Grammar Schools](https://www.westmidlandsgrammarschools.co.uk) website from May 2024.

**Test registration is made electronically via the relevant website and must be submitted by 4pm on 28 June 2024. Candidates who are not registered by the**

**deadline may only be tested in exceptional circumstances and considered after the main round of allocations has been made in March 2025.**

Parents will also have to complete their home Local Authority (LA) common application form ranking their choice of schools in order of preference. This list may contain grammar schools and other schools. Only the LA will know the rankings and applications must be submitted by 31 October 2024. Applications and any change of addresses after this date will not be considered until after places have been offered in March 2025.

In accordance with the Equality Act 2010, King Edward VI Grammar Schools will consider requests for adjustments to the entrance test from parents/carers of a pupil with a disability who wishes to attend the school. An additional form must be completed by 14 June 2024, along with relevant medical evidence and information from the current primary school. An independent specialist panel will consider the information submitted to decide whether reasonable adjustments should be made for the candidate.

Where the school has been named on a child's Education, Health & Care Plan (EHC) the child will be admitted. The naming of the school is undertaken after a statutory consultation with the school so as to consider whether the school is suitable for the child's age, ability, aptitude or special educational needs. The school would require and expects to see cogent evidence that the child's ability is of the requisite academic standard as part of that process evidenced by the child having achieved the qualifying score in the admission test. This is not an oversubscription criterion but the Admission Number will reduce accordingly for all other applicants.

The entrance test will take place in September 2024.

Children who move into the local area (defined as the following local authorities: Birmingham, Coventry, Dudley, Sandwell, Solihull, Staffordshire, Walsall, Warwickshire, Wolverhampton, Worcestershire) between the test registration deadline and the test date will be tested and considered in the main round of admissions. Applications received after the test will be considered after initial allocations have been made.

Places at the school will be offered in accordance with the admissions policy outlined above. Parents will be notified in writing on 1 March 2025 or next working day which school their child has been offered.

Parents have a statutory right of appeal if they are not satisfied with the place offered. Parents can appeal for only the preferred schools that have been indicated on the LA preference form. Appeals must be lodged by a date in March which will be specified on the website. Appeal hearings are normally held in May and June.

### **Admission of children outside of their normal age group**

Girls who will not have reached the age of 11 years by 1 September 2025, but who are taught in the same year group at primary school as those who will have done so, may be considered for admission to the school in September 2025.

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September 2025.

Requests to sit the entrance test and apply for a place at the school outside the normal age group must be made by contacting the admission department at the academy trust prior to the closing date for test registration (28 June 2024). A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence that is deemed relevant to each case. The admission authority will make a decision whether to allow the child to sit the entrance test outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision. If the child meets the admission criteria and is offered a place, they will be admitted to Year 7.

A child in either of these groups has only one opportunity to sit the entrance test and the offer of a place will be withdrawn if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists (Years 7-11)**

#### **Year 7 (first term)**

If a vacancy arises during the first term of Year 7, the waiting list in existence from 1 March of that year will be used and the place offered in accordance with the admissions criteria above. This is a list of those who sat the entrance test and achieved the qualifying score who did not receive an offer from this school or a more preferred school.

#### **Mid Year 7 - 11**

At any point from January after the pupil starts Year 7, parents may apply for a place at the school. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list and parents will be informed of their right of appeal. If a vacancy arises, candidates on the waiting list will be invited to take a test and the place will be awarded to the highest scoring candidate above a minimum standard.

### **Policy and Procedural Arrangements for Sixth Form Admissions**

A limited number of external admissions is anticipated each year into Year 12. For entry into Year 12 in September 2025 this number is expected to be 10. Parents of external candidates wishing to enrol a student into the Sixth Form should contact the school. It is not necessary for parents of existing pupils to apply formally for places in Year 12.

To achieve entry into the Sixth Form in September 2024, prospective entrants (both existing pupils and external candidates) must achieve a minimum of six GCSEs at grade 6 or above, including Mathematics and English.



A grade 7 or above at GCSE is required in those subjects to be studied at A-Level; however subject to availability of places on specific courses a grade 6 may be considered.

For A-Level subjects not studied at GCSE level: grade 7 or above in Mathematics is required to study Economics; grade 7 or above in History or English is required to study Politics; grade 7 or above in any one of English, Mathematics, History, Geography, Religious Studies or a Science is required to study Psychology.

Offers of places in the Sixth Form will be conditional on achievement of these results and capacity on chosen courses. In the event of over- subscription priority will be given to: "looked after or previously looked after children" and then those who live nearest to the school (according to the straight-line distance between home and school).

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (the front gates).

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI HANDSWORTH WOOD GIRLS' ACADEMY**

Church Lane, Handsworth, Birmingham, B20 2HL Tel: 0121 554 8122

<https://www.hwga.org.uk>

Type:	Academy (Girls)
Age range:	11–18
Published Admission Number:	175
DFE No:	330 4207

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 516 preferences received ranking the school 1 – 6. Last child admitted lived 2497 metres from the school

- 2023 – 543 preferences received ranking the school 1 – 6. Last child admitted lived 2473 metres from the school
- 2024 – 564 preferences received ranking the school 1 – 6. Last child admitted lived 2554 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

King Edward VI Handsworth Wood Girls' Academy ("the school") is an Academy for girls aged 11-18 years.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with an older sibling at the school in Years 7-11 who will still be in attendance in September of the year admission is sought.
3. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home and the school gate on Church Lane.

King Edward VI Handsworth Wood Girls Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting Lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. The waiting list will be maintained by the school until 31 December 2025.

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

## **Admission of children outside of their normal age group**

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September.

A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence that is deemed relevant to each case.

The Admission Authority will make a decision whether to allow an application to enter Year 7 outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision.

## **Sixth Form**

### **Policy and Procedural Arrangements for Sixth Form Admissions**

#### **Admission number**

A limited number of external admissions is anticipated each year into Year 12. For entry into Year 12 in September 2025 this number is expected to be 25. External candidates wishing to apply for a place in the Sixth Form should contact the school. It is not necessary for parents of existing pupils to apply formally for places in Year 12. Places will be provided to internal students who meet the entry requirements.

#### **Entry requirements**

To achieve entry into the Sixth Form in September 2025, prospective entrants (both internal and external candidates) must achieve a minimum of five GCSE or Level 2 passes at Grades 9-4 including GCSE English Language/Literature and GCSE Mathematics, plus the minimum requirement for each subject as given in the table on the school's website.

#### **Conditions of offers**

Offers of places in the Sixth Form will be conditional on achievement of these results in the subjects for which the candidate applied. Where the candidate has not met those requirements, the school is not obliged to offer a place on an alternative course, even where the candidate may have achieved the entry requirements in that alternative subject. Offers of places are conditional on the capacity of the chosen courses. Satisfaction of the grade entry criteria will not guarantee an offer if the subject is over-subscribed. In order for an offer to be made, the applicant must be applying for courses in which there is capacity

in each subject the applicant has applied for.

### **Oversubscription criteria**

In the event of oversubscription for external places, priority will be given to:

1. "Looked after" or "previously looked after" children. Candidates in this category will be ranked by straight line distance of their home address to the school, with places offered to those living nearest to school;
2. Applicants with the best grades at GCSE, ranked by average point score across an applicant's best six GCSE subjects, and then by distance if two candidates have the same score.

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, random selection will be used to determine the child to be offered the final place.

### **Waiting list**

Any applicant who meets the general admissions requirement but who cannot be offered a place based on the criteria detailed above will be added to the school's waiting list. The waiting list will be maintained by the school until 31 December 2025.

### **Confirmation of offers**

Conditional offers will become 'firm' offers when a copy of GCSE results is provided by 3 pm on GCSE results day. If a student is away on this day, it is strongly advised they make arrangements for GCSE results to be delivered, uploaded, or sent by e-mail.

This is the responsibility of the applicant and results not received by the deadline may result in withdrawal of the conditional offer.

### **Appeals**

If a student is refused a place, they have the right to an appeal to an independent appeal panel. Any appeal application should be sent to the Clerk to the Governors. The Clerk will arrange an appeal within 30 school days of receiving the appeal request. Please note that parents/carers of the student have a separate right of appeal to an independent appeal panel. Again, please send any application to the Clerk to the Governors.

**Note:** Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the school gate on Church Lane.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI KING'S NORTON SCHOOL FOR BOYS**

Northfield Road, Kings Norton, Birmingham B30 1DY Tel: 0121 628 0010

<https://knsb.kevibham.org/>

Type:	Academy (Boys)
Age range:	11–16
Published Admission Number:	160
DFE No:	330 5415

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 630 preferences received ranking the school 1 – 6. Last child admitted lived 2394 metres from the school
- 2023 – 682 preferences received ranking the school 1 – 6. Last child admitted lived 2130 metres from the school
- 2023 – 645 preferences received ranking the school 1 – 6. Last child admitted lived 2640 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Any child with an education, health and care plan is required to be admitted to the school that is named in the plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

1. Looked after or previously looked after boys.
2. Siblings, boys with a brother already at the school who will still be in attendance in September 2025.
3. Boys who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

King Edward VI King's Norton School for Boys have adopted the Local Authority's definitions for, 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting list**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the schools list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by an independent panel for this school. Parents who wish to appeal against the decision to refuse their child admission should contact the Appeals Clerk on 0121 628 0010 at the school to register their appeal. Details will then be forwarded on to Birmingham City Council's Legal and Governance Department.

Appeals will be heard by an independent panel which are administered by Birmingham City Council's Legal and Governance Department. Applications to make an appeal can be found on the school [website](#), along with details of the Admissions Criteria and Appeals Constitution.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school's main entrance door at reception.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI LORDSWOOD SCHOOL FOR GIRLS**

Knightlow Road, Harborne, Birmingham B17 8QB Tel: 0121 429 2838

<https://lsg.kevibham.org/>

Type:	Academy (Girls)
Age range:	11 – 18
Published Admission Number:	154
DFE No:	330 4060

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 681 preferences received ranking the school 1 – 6. Last child admitted lived 2284 metres from the school
- 2023 – 546 preferences received ranking the school 1 – 6. Last child admitted lived 2042 metres from the school
- 2024 – 545 preferences received ranking the school 1 – 6. Last child admitted lived 1872 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

King Edward VI Lordswood School for Girls ("the school") is an Academy for girls aged 11-18 years and boys aged 16-18 years.

### **Children with an Education Health and Care Plan**

Any child with a statement of special educational needs is required to be admitted to the school that is named in the statement. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:

1. Looked after or previously looked after children
2. Siblings\*\*
  - A child with a sister in the school (years 7 – 11), who is already at the school and who will still be on roll at the time when the child enters the school.
  - A child with an older sibling in the King Edward VI Lordswood School for Girls Sixth Form who will still be on roll when the child enters the school.
3. Children who live nearest the school.

Within each category, priority is given to those living closest to the school. Distance will be calculated according to a straight line measurement from the applicant's home to front gates of the school on the drive leading to the main school entrance on Knightlow Road.

The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system.

An applicant's home address will be verified by the local authority as part of the school application process. If a parent/carer knowingly provides false information which would affect the success of their application, they may have the offer of a school place withdrawn.

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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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.

Siblings are considered to be those children who live at the same address and either have one or both natural parents in common, are related by a parent's marriage or are adopted or fostered by a common parent. Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or fostered or related by a parents' 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.

King Edward VI Lordswood School for Girls have adopted the Local Authority's definitions for, 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**



## DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS

### **Waiting List**

If King Edward VI Lordswood School for Girls was a parent's preferred choice of school and they have not been allocated a place, they will be informed of their right to appeal and asked if they wish to go on to the waiting list. The waiting list will be maintained by the school until 31 December 2025 and children will be ranked in the same order as the published oversubscription criteria detailed above.

Should places become available at King Edward VI Lordswood School for Girls, an offer to students from the waiting list will be made.

Inclusion on King Edward VI Lordswood School for Girls' waiting list does not mean that a place will eventually become available. It may be that those already allocated places do not give them up and that King Edward VI Lordswood School for Girls' is unable to make further offers in the future.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **Sixth Form**

#### **Admission number**

A limited number of external admissions is anticipated each year into Year 12. For entry into Year 12 in September 2025 this number is expected to be 50. External candidates wishing to apply for a place in the Sixth Form should contact the school. It is not necessary for parents of existing pupils to apply formally for places in Year 12 however it is expected that students share their intent to stay at King Edward VI Lordswood School for Girls by completing a transition application form by February 2025. Places will be provided to internal students who meet the entry requirements.

#### **Entry requirements**

To achieve entry into the Sixth Form in September 2025, prospective entrants (both internal and external candidates) must achieve the minimum entry requirements for their chosen courses. Entry requirements for each course can be viewed on the school website.

#### **Conditions of offers**

Offers of places in the Sixth Form will be conditional on achievement of these results in the

subjects for which the candidate applied. Where the candidate has not met those requirements, the school is not obliged to offer a place on an alternative course, even where the candidate may have achieved the entry requirements in that alternative subject.

Offers of places are conditional on the capacity of the chosen courses. Satisfaction of the grade entry criteria will not guarantee an offer if the subject is over-subscribed. In order for an offer to be made, the applicant must be applying for courses in which there is capacity in each subject the applicant has applied for.

### **Oversubscription criteria**

In the event of oversubscription for external places, priority will be given to:

1. "Looked after" or "previously looked after" children. Candidates in this category will be ranked by straight line distance of their home address to the school, with places offered to those living nearest to school;
2. Siblings (as defined above)
  - a. Candidates with a sister in the school (years 7 – 11), who is already at the school and who will still be on roll at the time when the student enters the sixth form, ranked by straight line distance of their home address to the school, with places offered to those living nearest to school;
  - b. Candidates with an older sibling in the King Edward VI Lordswood School for Girls Sixth Form who will still be on roll when the student enters the sixth form, ranked by straight line distance of their home address to the school, with places offered to those living nearest to school;
3. Candidates who are currently enrolled at our named feeder schools (King Edward VI Northfield School for Girls, King Edward VI Balaam Wood Academy, and King's Norton Boys' School). Candidates in this category will be ranked by GCSE average point score and then by distance if two candidates have the same score;
4. Candidates who live nearest to the school (according to the straight- line distance between home and school).

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, random selection will be used to determine the child to be offered the final place.

### **Waiting list**

Any applicant who meets the general admissions requirement but who cannot be offered a place based on the criteria detailed above will be added to the school's waiting list. The waiting list will be maintained by the school until 31 December 2025.

## **Confirmation of offers**

Conditional offers will become 'firm' offers when a copy of GCSE results is provided by 3 pm on GCSE results day. If a student is away on this day, it is strongly advised they make arrangements for GCSE results to be delivered, uploaded, or sent by e-mail.

This is the responsibility of the applicant and results not received by the deadline may result in withdrawal of the conditional offer.

## **Appeals**

If a student is refused a place, they have the right to an appeal to an independent appeal panel. Any appeal application should be sent to the Clerk to the Governors. The Clerk will arrange an appeal within 30 school days of receiving the appeal request. Please note that parents/carers of the student have a separate right of appeal to an independent appeal panel. Again, please send any application to the Clerk to the Governors.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and front gates of the school on the drive leading to the main school entrance on Knightlow Road.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# **KING EDWARD VI NORTHFIELD SCHOOL FOR GIRLS**

Turves Green, Northfield, Birmingham, B31 4BP Tel: 0121 464 8346

<https://nsg.kevibham.org/>

Type:	Academy (Girls)
Age range:	11–16
Published Admission Number:	150
DFE No:	330 4187

## **How to make an In-Year application**

[In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 there were more applicants than places available.

- 2022 – 449 preferences received ranking the school 1 – 6. Last child admitted lived 2302 metres from the school
- 2023 – 508 preferences received ranking the school 1 – 6. Last child admitted lived 1465 metres from the school
- 2024 – 514 preferences received ranking the school 1 – 6. Last child admitted lived 1586 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

1. Looked after or previously looked after children.
2. Children with an older sibling at the school who will still be in attendance in September of the year admission is sought.
3. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the academy. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main school building.

The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the academy.

King Edward VI Northfield School for Girls have adopted the Local Authority's definitions for, 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the school's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

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## Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

## Admission of children outside of their normal age group

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September.

A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence that is deemed relevant to each case.

The Admission Authority will make a decision whether to allow an application to enter Year 7 outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision.

## Fair Access

King Edward VI Northfield School for Girls is committed to take children via Birmingham Local Authority's Fair Access Protocol. These difficult to place children take precedence to children already on the schools waiting list.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main school building.

## Important

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KING EDWARD VI SHELDON HEATH ACADEMY**

Sheldon Heath Road, Sheldon, Birmingham B26 2RZ Tel: 0121 464 4428

[www.keshacademy.com](http://www.keshacademy.com)

Type:	Academy
Age range:	11–18
Published Admission Number:	210

DFE No:

330 6906

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1317 preferences received ranking the school 1 – 6. Last child admitted lived 1402 metres from the school
- 2023 – 788 preferences received ranking the school 1 – 6. Last child admitted lived 1284 metres from the school
- 2024 – 787 preferences received ranking the school 1 – 6. Last child admitted lived 1201 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

King Edward VI Sheldon Heath Academy (“the school”) is an Academy for boys and girls aged 11-18 years.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:

1. Looked After Children / Previously Looked After Children
2. Children who have a sibling attending the Academy at the time of application
3. Children who live nearest the Academy.

Within each category, priority is given to those living closest to the school. Distances are calculated on the basis of a straight-line measurement between the applicant’s home address and the school gate on Sheldon Heath Road.

The local authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system.

An applicant's home address will be verified by the local authority as part of the school application process. If a parent/carer knowingly provides false information which would affect the success of their application, they may have the offer of a school place withdrawn.

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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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.

Siblings are considered to be those children who live at the same address and either have one or both natural parents in common, are related by a parent's marriage or are adopted or fostered by a common parent. Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or fostered or related by a parents' 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.

King Edward VI Sheldon Heath Academy have adopted the Local Authority's definitions for, 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting lists**

At any point from September after the pupil starts Year 7, parents may apply for a place by contacting the school directly. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list which is held in accordance with the admissions criteria above and parents will be informed of their right of appeal.

Parents/carers will need to reapply at the start of each academic year if they want their child to be included on the waiting list where a place cannot be offered.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Admission of children outside of their normal age group**

Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September.

A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence that is deemed relevant to each case.

The Admission Authority will make a decision whether to allow an application to enter Year 7 outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision.

### **Policy and Procedural Arrangements for Sixth Form Admissions**

#### **Admission number**

Year 12 has the capacity for 120 students. King Edward VI Sheldon Heath Academy students will have priority. Should the number of internal successful applicants fall short of 120, a small number of places will be available to external applicants subject to them meeting the entry requirements. External candidates wishing to apply for a place in the Sixth Form should contact the school. It is not necessary for parents of existing pupils to apply formally for places in Year 12. Places will be provided to internal students who meet the entry requirements.

#### **Entry requirements**

To achieve entry into the Sixth Form in September 2025, prospective entrants (both internal and external candidates) must achieve the minimum entry requirements for their chosen courses. Entry requirements for each course can be viewed on the school website.

#### **Conditions of offers**

Offers of places in the Sixth Form will be conditional on achievement of these results in the subjects for which the candidate applied. Where the candidate has not met those requirements, the school is not obliged to offer a place on an alternative course, even where the candidate may have achieved the entry requirements in that alternative subject.

Offers of places are conditional on the capacity of the chosen courses. Satisfaction of the grade entry criteria will not guarantee an offer if the subject is over-subscribed. In order for an offer to be made, the applicant must be applying for courses in which there is capacity



in each subject the applicant has applied for.

### **Oversubscription criteria**

In the event of oversubscription for external places, priority will be given to:

1. “Looked after” or “previously looked after” children. Candidates in this category will be ranked by straight line distance of their home address to the school, with places offered to those living nearest to school;
2. Candidates who have a sibling (as defined above) attending the Academy at the time of application. Candidates in this category will be ranked by straight line distance of their home address to the school, with places offered to those living nearest to school;
3. Candidates who live nearest the school (according to the straight- line distance between home and school).

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, random selection will be used to determine the child to be offered the final place.

### **Waiting list**

Any applicant who meets the general admissions requirement but who cannot be offered a place based on the criteria detailed above will be added to the school’s waiting list. The waiting list will be maintained by the school until 31 December 2025.

### **Confirmation of offers**

Conditional offers will become ‘firm’ offers when a copy of GCSE results is provided by 3 pm on GCSE results day. If a student is away on this day, it is strongly advised they make arrangements for GCSE results to be delivered, uploaded, or sent by e-mail.

This is the responsibility of the applicant and results not received by the deadline may result in withdrawal of the conditional offer.

### **Appeals**

If a student is refused a place, they have the right to an appeal to an independent appeal panel. Any appeal application should be sent to the Clerk to the Governors. The Clerk will arrange an appeal within 30 school days of receiving the appeal request. Please note that parents/carers of the student have a separate right of appeal to an independent appeal panel. Again, please send any application to the Clerk to the Governors.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant’s home address and the school gate on Sheldon Heath Road.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **KINGS HEATH SECONDARY SCHOOL**

Chamberlain Road, Birmingham, B13 0QP Tel: 0121 464 4454

[www.kingsheathschool.co.uk](http://www.kingsheathschool.co.uk)

Type:	Community
Age range:	11–16
Published Admission Number:	168
DFE No:	330 4063

### **How to make an In-Year application**

There is currently a transition order in place at Kings Heath Secondary School, this allows the school not to admit girls in other year groups than the transfer year 7 and year 8 intake from September 2025 (onwards). This is in place to allow the school to manage the change from previously being a single sex boys school to a mixed school for the benefit of all current and future pupils.

### **In-Year Admissions**

#### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

#### **Previous admission pattern at the time of offer of places for Year 7**

In 2022 and 2023 all applicants were offered. In 2024 there were more applicants than places available.

- 2022 – 538 preferences received ranking the school 1 – 6. All applicants offered.
- 2023 – 576 preferences received ranking the school 1 – 6. All applicants offered.
- 2024 – 978 preferences received ranking the school 1 – 6. Last child admitted lived 3448 metres from the school

#### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

#### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Children with a brother or a sister already at the school who will still be in attendance in September 2025.
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit: [Birmingham Local Authority Admissions Arrangements](#)

## **KINGS NORTON GIRLS' SCHOOL**

Selly Oak Road, Kings Norton, Birmingham B30 1HW Tel: 0121 675 1305

<https://www.kngs.co.uk>

Type:	Academy (Girls)
Age range:	11–18
Published Admission Number:	160
DFE No:	330 5414

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 850 preferences received ranking the school 1 – 6. Last child admitted lived 1765 metres from the school
- 2023 – 863 preferences received ranking the school 1 – 6. Last child admitted lived 2052 metres from the school
- 2024 – 823 preferences received ranking the school 1 – 6. Last child admitted lived 2068 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

When there are more applications than places available at the school the following criteria will be used to determine which children will be allocated places:

1. Looked after or previously looked after children.
2. Siblings: Children with an older sister already at the school who will still be in attendance at the time at which the application to the school is made.
3. Children of staff at the school where;
  - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or;
  - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable shortage.

4. Distance: Children who live nearest to the school.

Kings Norton Girls' School have adopted the Local Authority's definitions for 'Children with an education, health and care plan', 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting Lists**

Following the offer of places, a waiting list will be kept in strict oversubscription criteria order until at least the end of the first academic term. Each added child will require the list to be ranked again in line with the oversubscription criteria.

### **Appeals**

Appeals should be made directly to the school.

Appeals should be made directly to the school, the deadline date for receipt of appeals will be set early in the school year 2025/26; the deadline is usually early April. The appeals will be heard within 30 school days of the closing date.

### **Sixth Form**

#### **Sixth Form Admissions for September 2025**

The school admits both girls and boys into the Sixth Form. Admission is based on academic potential to follow the courses offered. Kings Norton Sixth Form prioritises applications from students at Kings Norton Girls' School and Kings Norton Boys' School, who have met the minimum academic requirements for a course.

The school will admit 138 students to the 6th form annually.

Academic criteria: 3+ A Level study: 5 GCSE grade 5 or above (or equivalent), grade 4 GCSE in English and maths; for each proposed course of study, the minimum entry criteria for each must be met. This is usually a grade 6 (grade 7 science) in the subject at GCSE or associated subject.

2 A Level study (from a given range of subjects): 5 GCSE grade 4 or above (or equivalent), grade 3 GCSE in English and maths, grade 5 in subjects studied or associated subject.

**Oversubscription criteria (assuming that entrance requirements indicated below are met):-**

- Looked after or previously looked after children
- Existing students at Kings Norton Girls' School
- Children of staff at the school where:
  - a) The member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made OR
  - b) The member of staff is recruited to fill a post for which there is a demonstrable shortage.
    - Existing students at Kings Norton Boys' School
    - Distance (Note: distances are calculated on the basis of a straight-line measurement between the applicant's home address and the front main reception entrance to the school).

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the front main reception entrance to the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **LORDSWOOD BOYS' SCHOOL**

Hagley Road, Birmingham, B17 8BJ Tel: 0121 464 2837

[www.lordswoodboys.co.uk](http://www.lordswoodboys.co.uk)

Type:	Academy (Boys)
Age range:	11–16
Published Admission Number:	150
DFE No:	330 4029

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) or by using a Local Authority Preference Form.

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Siblings A child with a brother in the school (years 7 – 11).
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home and School.

Lordswood Boys' School have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting list**

If Lordswood Boys' was a parent's preferred choice of school and they have not been allocated a place, they will be informed of their right to appeal and asked if they wish to go on to the waiting list. Waiting lists are maintained for at least one term in the academic year of admission and children will be ranked in the same order as the published oversubscription criteria detailed above.

Should places become available at Lordswood Boys', an offer to students from the waiting list will be made.

Inclusion on Lordswood Boys' waiting list does not mean that a place will eventually become available. It may be that those already allocated places do not give them up and that Lordswood Boys' is unable to make further offers in the future.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the front gates of the school on the drive leading to the main school entrance.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **MOSELEY SCHOOL & SIXTH FORM**

Wake Green Road, Moseley, Birmingham B13 9UU Tel: 0121 566 6444

[www.moseley.bham.sch.uk](http://www.moseley.bham.sch.uk)

Type:	Foundation
Age range:	11–18
Published Admission Number:	250
DFE No:	330 4245

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022 and 2023 places were offered to all applicants. In 2024 there were more applicants than places available.

- 2024 – 1145 preferences received ranking the school 1 – 6. Last child admitted lived 3057 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**



Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children (including previously looked after children from outside of England).
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the School.

Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home and School.

Moseley School & Sixth Form have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting list**

If Moseley was a parent's preferred choice of school and they have not been allocated a place, they will be informed of their right to appeal and asked if they wish to go on to the waiting list. Waiting lists are maintained for at least one term in the academic year of admission and children will be ranked in the same order as the published oversubscription criteria detailed above.

Should places become available at Moseley, an offer to students from the waiting list will be made.

Inclusion on Moseley's waiting list does not mean that a place will eventually become available. It may be that those already allocated places do not give them up and that Moseley is unable to make further offers in the future.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **Applications for children to be admitted into a class outside their normal Year group**

Parents have the right to request, but not insist that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is

gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Board of Governors for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Board of Governors will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Board of Governors and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Board of Governors and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e., Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Board of Governors agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at: <https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **Sixth Form Arrangements**

The Sixth Form has an admission number of 200 across Year 12 and 13. Priority is given to Moseley School students completing Year 11, after which remaining places are opened up to external candidates.

Minimum academic requirements for level 3 qualifications are 4 GCSEs at 4+ including English or Maths. For level 2 qualifications the minimum academic requirements are 3 GCSEs at 3+.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the School gate on College Road.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **NINESTILES ACADEMY**

Hartfield Crescent, Acocks Green, Birmingham B27 7QG Tel: 0121 628 1311

[www.ninestiles.org.uk](http://www.ninestiles.org.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	300
DFE No:	330 5411

### **How to make an In-Year application**

[In-Year Admissions](#)

You will also be required to complete an additional information form for this school which is available from the school office or the local authority. Both forms must be returned to the school, not to the local authority.

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete an additional form for the school if your child is sitting the optional test which is available from the school office and website: [Optional test form](#) Both must be completed for a place. The Ninestiles Application Form should be returned to Ninestiles School.

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 there were less applicants than places available, so all applicants were offered.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Every year 300 places are offered to children aged 11 by 1st September in the year of entry, of which 9 places are allocated to the Resource Base by the Local Authority.

All other applicants may undertake an optional assessment to attempt to gain a place. These assessments will test aptitude or ability in technology, maths and science. 30 places (10% of 300) will be allocated to those students achieving the highest marks in the assessment tests.

Up to 261 places offered using the criteria outlined below;

- 1 Children in the care of the local authority or who previously were.
- 2 Children with a brother or sister already in the school who will be in attendance in September of the year admission is sought - The Local Authority's sibling definition has been adopted.
- 3 Children attending Erdington Hall Primary, Pegasus Primary, The Oaklands Primary and Yarnfield Primary at the time of application, who choose to make an application in accordance with Ninestiles School, an Academy's application procedure.
- 4 Children living closest to the school.

The Local Authority's Sibling, Distance, Shared Responsibility, Separating the 'final qualifier'/Tie Breaker definitions have been adopted by Ninestiles Academy.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

All applicants that wish to sit the optional assessment are required to submit a completed Ninestiles application form directly to the school no later than the published date for that year. (Forms available for collection from the school office and website: [Optional test form](#)) Parents will be informed of the outcome of the test no later than 31<sup>st</sup> October 2024.

All Local Authority applications must be submitted to the L.A. in accordance with their outlined procedure and by the date specified.

### **Oversubscription – Waiting List**

Children who have followed our admissions process and are unsuccessful in gaining a place are given the opportunity to go on the waiting list.

Places will be offered on the basis that they become vacant. If a student is offered a place on distance from the school but no longer requires that place, it will be offered to the child highest on the waiting list in terms of distance.

Similarly, if a place is no longer required by a student who was offered a place because of their performance in the tests, the place will be offered to the child highest on the waiting list in terms of performance in the assessments.

Late entries from children who have moved into the area after the assessment process was completed are positioned on the distance waiting list.

Each added child will require the waiting lists to be ranked again in line with the oversubscription criteria. Waiting lists will remain open until the end of the academic year. Inclusion on Ninestiles waiting list does not mean that a place will eventually become available. It may be that those already allocated places do not give them up and Ninestiles is unable to make further offers in the future.

### **Appeals**

If you are unsuccessful in your application, you may have your appeal considered by an independent appeals panel convened by the school in accordance with the guidelines issued by the Department for Education (DfE). All appeals should be addressed to the Chair of Governors at Ninestiles Academy. These appeals will take place no later than 18th June before admission in September. Appeal forms will be available from the school office.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the middle front gate of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **NISHKAM HIGH SCHOOL**

Great King Street North, Birmingham, B19 2LF Tel: 0121 348 7660

[www.nishkamschool.org](http://www.nishkamschool.org)

Type:	Free School
Age range:	11-19
Published Admission number:	108
DfE number:	330 4004

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete an additional [supplementary information form](#) (SIF) for the school if applying for a faith place, this is also available from the school office and must be returned to the school by 31 October 2024. Both forms must be completed for a place.

### **How to make an in year application**

#### **[In-Year Admissions](#)**

You will also be required to complete an additional [In-Year supplementary information form](#) (SIF) if applying for a faith place which is also available from the school office. Both forms must be completed and returned to the school to be considered for a place.

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1045 preferences received ranking the school (1 – 6)
- 2023 – 1043 preferences received ranking the school (1 – 6)
- 2024 – 1028 preferences received ranking the school (1 – 6)

### **Historic admissions offer information**

#### **[Secondary school \(year 7\) historic offer information](#)**

### **Statement**

The Nishkam High School Birmingham (NHSB) is an exceptional state funded free school. It is a non-selective inclusive school for both boys and girls aged 11 – 19 years. NHS is a Sikh ethos multi-faith school open to all. The school is a member of the multi-academy trust of schools known as the Nishkam School Trust (NST).

### **Background**

Applications are welcome from pupils of all faiths and none. Offers will be made according to the oversubscription criteria set out below.

The Sikh Dharam (faith, religion) is emphatic about respecting all religions and beliefs, and does not seek to convert others.

The School has a strong Sikh ethos multi-faith approach, promoting respect for all religions and faiths. Further details of the School's ethos and values are available on the School website: [www.NishkamSchoolTrust.org](http://www.NishkamSchoolTrust.org)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Admissions Criteria**

Where the number of applications received is fewer than or equal to the admissions number all applicants will be offered a place without being ranked.

Where the number of applications is greater than the admission number, all applications will be ranked using the oversubscription criteria set out below.

**When applying through the Faith category, if the [supplementary information form](#) is incomplete, your application will automatically be placed under the Open category.**

## **Oversubscription Criteria**

Where the number of applicants is greater than the published admission number, up to 50% of places will be offered to each of the following two categories.

### **Category 1 – Faith based places**

Faith based applicants will be ranked in the following order.

#### **Priority Faith-based places**

1. LAC Looked After Children, PLAC Previously Looked-After Children or IAPLAC Internationally adopted previously looked after children<sup>1</sup> – applying for a faith place.
2. Siblings<sup>2</sup> – applying for a faith place.
3. Children of staff<sup>3</sup> – applying for a faith place.
4. Children in Nishkam Primary School Birmingham - applying for a faith place.
5. Children in Nishkam Primary School Wolverhampton - applying for a faith place.

#### **Remaining Faith-based places will be allocated in the following order.**

6. Child (and/or parent/s or guardian/s) is/are Amritdhari<sup>4</sup> (formally initiated) Sikhs.
7. Keshdhari Sikh child (has uncut hair).
8. Child (and/or parent/s or guardian/s) is/are baptised (or formally initiated) in their respective religion.

**All applicants applying under the Faith category will need to provide confirmation of religious initiation or practice by completing the [supplementary information form](#) (SIF) and ensuring sections B or C are countersigned by an appropriate religious official or authorised signatory from an appropriate place of worship. The SIF can be obtained from the school or the school website.**

### **Category 2 – Open places**

Open place applicants will be ranked in the following order.

#### **Priority Open places**

1. LAC Looked After Children, PLAC Previously Looked-After Children or IAPLAC Internationally adopted previously looked after children<sup>1</sup>.
2. Siblings<sup>2</sup>.

3. Children of staff.
4. Children in Nishkam Primary School Birmingham.
5. Children in Nishkam Primary School Wolverhampton.
6. **All other open place** applicants will be ranked by Random allocation.

### **Undersubscription and oversubscription within a category**

The following process will be followed when the 'faith' and/or 'open' place categories are undersubscribed or oversubscribed.

#### **Undersubscription within a category**

If the school is undersubscribed within the Faith category, additional offers will be made to children from the Open category until the admission number of 108 is met or all applicants have been offered a place. All applicants for the Faith category who are not offered a place under that category will automatically be considered within the open category.

#### **Oversubscription within a category**

Where the number of applications is greater than the admission number, all applications will be ranked using the oversubscription criteria set out above. Thereafter, all other applications will be ranked by Random allocation. In order to ensure fairness, the School Admissions Team will administer the random allocation procedure overseen by an independent adjudicator in accordance with the random allocation procedure.

### **Sixth Form**

#### **Admissions Number**

140

#### **Overview of Admissions Process**

Applications for the Sixth Form must be made directly to the school. All applicants will need to complete an application form and those applying for a faith-based place will also need to complete a [supplementary information form](#) (SIF). Both forms are available from the School or School website.

Admission into Year 12 will be based on academic attainment and suitability of the courses to meet individual student needs.

All admissions will be determined by use of the criteria detailed below. Method of Application Prospectuses and application forms will be published during the Autumn Term each year. All current Nishkam students will be invited to an Open Evening, and the event will be marketed locally and on the school website. The Sixth Form prospectus and application form will be specifically issued to:

- All current Year 11 students at Nishkam High School
- Students visiting from other education establishments



- Those making specific requests by contacting the school.

Information, advice and guidance meetings are set up for every prospective Sixth Form student, with their parents, to provide expert professional support at a critical time of decision.

The admission number for external applications is a minimum of fifteen.

### **Entry requirements.**

Students wishing to join the sixth form will need a Grade 6 at GCSE in both Maths and English Language in order to study any A Levels. Further subject specific criteria will also apply and they can be found in Appendix A. Students wishing to join the sixth form to study Applied courses will need a Grade 4 GCSE in Maths and English Language. Further subject specific criteria will also apply and they can be found on the website: [here](#).

Nishkam takes a holistic approach to every application to determine whether an applicant should receive an offer. Where an applicant may be qualified to study at the Sixth Form and has information relating to their attendance record, behaviour, attitude to study or any other information that is outside of Nishkam's 'expected parameters', this will be used to assess whether an offer will be made. At Nishkam Sixth Form we don't offer the facility for students to resit Maths and English if they have not gained a 4 at GCSE.

Nishkam's 'expected parameters', this will be used to assess whether an offer will be made. At Nishkam Sixth Form we don't offer the facility for students to resit Maths and English if they have not gained a 4 at GCSE immediately prior to admission.

We are unable to accept applications from students looking to transfer or re-sit their sixth form studies. However, applicants who are applying 'out of year' due to exceptional circumstances may be considered on a case-by-case basis.

### **Admissions Criteria**

Where the number of eligible applications received is fewer than the admissions number all applicants will be offered a place without being ranked.

Where the number of eligible applications is greater than the admission number, all applications will be ranked using the oversubscription criteria set out below.

**When applying through the Faith category, if the [supplementary information form](#) is incomplete, your application will automatically be placed under the Open category.**

### **Oversubscription Criteria**

Where the number of applicants is greater than the published admission number, up to 50% of places will be offered to each of the following two categories.

#### **Category 1 – Faith-based places**

Eligible faith-based applicants will be ranked in the following order.

### **Priority Faith-based places**

1. LAC Looked After Children, PLAC Previously Looked-After Children or IAPLAC Internationally adopted previously looked after children<sup>1</sup> – applying for a faith place.
2. Siblings<sup>2</sup> – applying for a faith place.
3. Children of staff<sup>3</sup> – applying for a faith place.
4. Students in Nishkam High School - applying for a faith place.

### **Remaining Faith-based places will be allocated in the following order.**

5. Student (and/or parent/s or guardian/s) is/are Amritdhari<sup>4</sup> (formally initiated) Sikhs.
6. Keshadhari Sikh student (has uncut hair).
7. Student (and/or parent/s or guardian/s) is/are baptised (or formally initiated) in their respective religion.

**All applicants applying under the Faith category will need to provide confirmation of religious initiation or practice by completing the [supplementary information form \(SIF\)](#) and ensuring sections B or C are countersigned by an appropriate religious official or authorised signatory from an appropriate place of worship. The SIF can be obtained from the school or the school website.**

### **Category 2 – Open places**

Open place applicants will be ranked in the following order.

#### **Priority Open places**

1. LAC Looked After Children, PLAC Previously Looked-After Children or IAPLAC Internationally adopted previously looked after children<sup>1</sup>.
2. Siblings<sup>2</sup>.
3. Children of staff<sup>3</sup>.
4. Students in Nishkam High School.
5. **All other open place** applicants will be ranked by Random allocation.

### **Undersubscription and oversubscription within a category**

The following process will be followed when the 'faith' and/or 'open' place categories are undersubscribed or oversubscribed.

#### **Undersubscription within a category**

If the school is undersubscribed within the Faith category, additional offers will be made to children from the Open category until the admission number of 100 is met or all applicants have been offered a place. All applicants for the Faith category who are not offered a place under that category will automatically be considered within the open category.

#### **Oversubscription within a category**

Where the number of applications is greater than the admission number, all applications will be ranked using the oversubscription criteria set out above. Thereafter, all other applications will be ranked by Random allocation. In order to ensure fairness, the School Admissions

Team will administer the random allocation procedure overseen by an independent adjudicator in accordance with the random allocation procedure.

### **Tie-break**

Random allocation will be used as a tie-break to decide who has highest priority for admission if the distance between two children's homes and the school is the same. This process will be independently verified. If a tie-break is required in earlier categories to decide who has priority for admission between two children, distance from the school will be used to decide as measured above.

### **Definitions**

1-looked after children and all previously looked after children including those 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. 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 the definition in Section 22(1) of the Children Act 1989).

An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2-"Sibling". Where a child has a brother/sister, half-brother/sister (where the children share one common parent), step brother/step sister or fostered/adopted sibling living at the same home address (i.e. the genuine principal place of residence where they normally and regularly live) and who will be still attending Nishkam High School in September 2025 (Including children that attend the Sixth Form).

(Where parents have a shared responsibility for a child and the child lives with both parents for part of the school week, then the home address will be determined as the address where the child lives for the majority of the school week [i.e. three out of the five days]. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes).

3-'Staff'. Children of all teaching and non-teaching staff who have been employed at the school for at least two years at the time at which the application for admission to the school is made, or a member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

4- Amritdhari (formally initiated) Sikh is defined in these arrangements as those who have undergone the Khanda-ki-Pahul Amrit Sanchar initiation.

### **Waiting list**

The school will maintain a waiting list in the year of transfer until the end of the first academic term of the year. Places will be allocated in priority order of the oversubscription criteria. Each added child will require the list to be ranked again in line with the oversubscription criteria.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **PLANTSBROOK SCHOOL**

Upper Holland Road, Sutton Coldfield, Birmingham B72 1RB Tel: 0121 362 7310

[www.plantsbrookschool.co.uk](http://www.plantsbrookschool.co.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	240
DFE No:	330 4331

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 –1768 preferences received ranking the school 1 – 6. Last child admitted lived 2022 metres from the school
- 2023 –1846 preferences received ranking the school 1 – 6. Last child admitted lived 1275 metres from the school

- 2024 –1817 preferences received ranking the school 1 – 6. Last child admitted lived 1723 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025 (**\*see sibling definition below**)
3. Children that attended our feeder school Town Junior academy in Year 6.
4. Children of staff.
5. Distance (Distance measured from the applicant's home address and the centre point of the old school building).

Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home and School.

### **Definitions**

#### **Siblings**

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- i. have one or both natural parents in common;
- ii. or ii. are related by a parent's marriage;
- or iii. are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or 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.

**\*Only children that will be attending Plantsbrook School in Year 7, Year 8, Year 9, Year 10 or Year 11 in September 2025 are classed as siblings. Children attending our Sixth Form are not classed as siblings.**

### **Feeder**

Children that are on roll at Town Junior Academy in Year 6 at the time the application is submitted.

### **Children of Staff**

- a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
- b) the member of staff at the school is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Plantsbrook School have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Waiting list**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Sixth Form admissions**

The minimum entrance requirements for A level programmes are 5 GCSE grades 9-4 including English and Maths at grade 4 for tier 2 subjects and 6 GCSEs grade 9-5 including English and Maths at grade 5 for tier 1 subjects.

Please note there are individual subject entry requirements, see the prospectus on the school website for further details: [Sixth Form](#)

**Sixth Form oversubscription criteria:**

Places will be offered to students in each category under the following criteria until places are full: The sixth form has an agreed published admission number (PAN) of 340 pupils, with a maximum of 170 in Year 12.

Students with an EHCP that names Plantsbrook Sixth Form must gain a place in the Sixth Form, this is not part of the oversubscription policy.

Where applications exceed the number of places available, the following oversubscription criteria will be applied in order of priority set out below for applicants who meet the admission requirements.

1. Students looked after by a Local Authority (in line with section 22 of the Children Act) and previously looked after children who are now adopted.
2. Students who studied their GCSEs at Plantsbrook School and applied before the application deadline date.
3. Students who studied their GCSEs at Plantsbrook School and live closest to the school, measured in a straight line from the student's home.
4. External students who applied before the application deadline date and who are currently in Year 11.
5. External students, who are in Year 11 and applied before the deadline, living the closest to the school, measured in a straight line from the student's home.
6. External students who are in Year 12 and applied before the deadline.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre point of the old school building.

**Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

**PRINCE ALBERT HIGH SCHOOL**

115 Holford Drive, Perry Barr, Birmingham B42 2TU Tel: 0121 725 5252

[www.pahigh.co.uk](http://www.pahigh.co.uk)

Type: Free School  
Age range: 11–18

Published Admission Number: 180  
DFE No: 330 4041

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 698 preferences received ranking the school 1 – 6. Last child admitted lived 2036 metres from the school
- 2023 – 820 preferences received ranking the school 1 – 6. Last child admitted lived 1646 metres from the school
- 2024 – 956 preferences received ranking the school 1 – 6. Last child admitted lived 1558 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Prince Albert High is a 11-18 co-educational, non-denominational school providing an exciting, highly motivating and challenging education. The school has the highest expectations of its pupils regardless of starting point or any perceived disadvantage. Our aim is to produce well rounded, confident and responsible young people who will make a positive contribution to our society.

### **Children with an Education, Health and Care Plan**

Any child with a statement of special educational needs is required to be admitted to the school that is named in their Plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children (LAC) and all previously looked after children (PLAC), 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 (IAPLAC).
2. Children of staff who have been recruited to fill a skill-shortage area.



3. Children in Y6 who attend at the time of application one of the following primary schools in the Prince Albert Community Trust;
  - **Birchfield School**
  - **Heathfield Primary School**
  - **Prince Albert Primary School**
4. Children (siblings) with an older brother or sister, already at the school, who will still be in attendance at the time the sibling enters the school.
5. Children of UK service personnel (UK armed forces) who have a letter confirming they are going to be moving to the area.
6. Other children arranged in order of priority according to how near their home addresses are to the postal address of the school, determined by a straight-line, as the crow flies measurement.

Within each of these categories, priority is given to those who live nearest to the school. For these purposes, distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main gate of the school.

#### **Tie break**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria 2-5.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.

If twins or children from multiple births are tied for the final place, they will all be admitted and the school will operate over PAN.

#### **Late applications**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

#### **Admission of children outside their normal age group**

Parents are entitled to request a place for their child outside of their normal age group. Decisions on requests for admission outside the normal age group will be made on the basis of the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- parents' views;

- information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group; and
- the Head of School's views.

Wherever possible, requests for admission outside a child's normal age group will be processed as part of the main admissions round. They will be considered on the basis of the admission arrangements laid out in this policy, including the oversubscription criteria listed. Applications will not be treated as a lower priority if parents have made a request for a child to be admitted outside the normal age group.

Parents will always be informed of the reasons for any decision on the year group a child should be admitted to. Parents do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

### **Waiting lists**

The school will operate a waiting list for each year group. Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the first term after the beginning of the school year. This will be maintained by the school and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

### **In-year admissions**

You can apply for a place for your child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose EHC plan names the school will be admitted.

Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place.

If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed earlier in this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.

Parents will be notified of the outcome of an in-year application in writing within 15 school days.

Parents/carers will be given fourteen school days to respond to an offer of a school place. If a parent/carer fails to respond, a second notification will be issued to explain that failure

to respond to the offer within a further seven school days will result in the placement offer being withdrawn.

For more details and an application form, please visit our school website or contact the main school office.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to

[www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Notes**

#### **Home address:**

The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence.

If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. If the residence is not split equally between both parents, then the address used will be the address where the child spends the majority of the school week.

#### **Sibling:**

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family, who, in any of these cases, will be living at the same address at the date of their application for a place.

**Note:** Distances are calculated on the basis of a straight line measurement between applicants address and the main gate of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **QUEENSBRIDGE SCHOOL**

Queensbridge Road, Moseley, Birmingham, B13 8QB Tel: 0121 464 5566

[www.queensbridge.bham.sch.uk](http://www.queensbridge.bham.sch.uk)

Type:	Foundation
Age range:	11–16
Published Admission Number:	180
DFE No:	330 4173

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022– 1365 preferences received ranking the school 1 – 6. Last child admitted lived 1356 metres from the school
- 2023– 1361 preferences received ranking the school 1 – 6. Last child admitted lived 1353 metres from the school
- 2024– 1319 preferences received ranking the school 1 – 6. Last child admitted lived 1280 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the school who will still be in attendance in September 2025.
3. Children of Staff
4. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the School, calculated on the basis of a straight-line measurement between home and School.

### **Definitions**

## **Children of Staff**

Admission authorities may give priority in their oversubscription criteria to children of staff in either or both of the following circumstances:

- a) Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made.
- b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Queensbridge School have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

## **Waiting list**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the school's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of the main school building.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ROCKWOOD ACADEMY**

Naseby Road, Alum Rock, Birmingham B8 3HG Tel: 0121 566 6500

<https://corerockwood.academy>

Type: Academy  
Age range: 11–16  
Published Admission Number: 210  
DFE No: 330 4323

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 621 preferences received ranking the school 1 – 6. Last child admitted lived 944 metres from the school
- 2023 – 652 preferences received ranking the school 1 – 6. Last child admitted lived 6982 metres from the school
- 2024 – 632 preferences received ranking the school 1 – 6. Last child admitted lived 873 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

- A. Looked after or previously looked after children.
- B. Children with a brother or a sister already at the school who will still be in attendance in September of the academic year of the sibling joining the school.
- C. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

### **Looked after or previously looked after children**

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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 the definition in Section 22(1) of the Children Act 1989).

A Previously Looked After Child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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

### **Siblings**

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- i. have one or both natural parents in common;
- or ii. are related by a parent's marriage;
- or iii. are adopted or fostered by a common parent.

Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or 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.

### **Distance**

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the front school gates. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the school.

### **Shared Responsibility**

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

### **Final Qualifier**

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of

flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.

In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.

### **Waiting lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.



If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **Fair Access**

The Governing Body of this Academy is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number subject to the infant class size exceptions.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school's main front gates.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **THE ROYAL SUTTON SCHOOL (*formerly called John Willmott School*)**

Reddicap Heath Road, Sutton Coldfield, Birmingham B75 7DY Tel: 0121 378 1946

<https://theroyalsuttonschool.atlp.org.uk/>

Type: Academy  
Age range: 11–16  
Published Admission Number: 225  
DFE No: 330 4027

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 all applicants were offered.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children (including previously looked after children from outside of England).
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the Academy.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

**The Academy reserves the right to withdraw the offer of a place if a change in circumstances between allocation and admission would have resulted in a child not being offered a place at the time of allocation.**

The Royal Sutton School have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

## DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

### **In-Year Applications**

Applications made outside the normal admissions round (in-year admissions) should be made directly to the academy. Parents/carers can apply for a place for their child at any time and to any academy. On receipt of an in-year application, the academy will notify the local authority of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of academy places in Birmingham.

### **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e., Year 7 in September 2026, then the original application is withdrawn, and the parents must submit a fresh application for Year 7 in 2025 when applications open in the autumn term of 2026. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the

DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **Fair Access Protocol**

The Governing body of The Royal Sutton School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Governing body is able to give priority to a child where admission is requested under any locally agreed protocol. The Governing body has this power, even when admitting the child would mean exceeding the published admission number.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of main school building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **SALTLEY ACADEMY**

Belchers Lane, Bordesley Green, Birmingham B9 5RX Tel: 0121 566 6555

[www.saltleyacademy.co.uk](http://www.saltleyacademy.co.uk)

Type:	Academy
Age range:	11–16
Published Admission Number:	270

DFE No:

330 4018

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022 and 2024 this school received more applications than there were places available. In 2023 there were less applicants than places available, so all applicants were offered.

- 2022 – 1573 preferences received ranking the school 1 – 6. Last child admitted lived 2479 metres from the school
- 2023 – 1233 preferences received ranking the school 1 – 6. All applicants offered
- 2024 – 1310 preferences received ranking the school 1 – 6. Last child admitted lived 2551 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

Saltley Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

## DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS

### **Waiting lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of the main school building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **SELLY PARK GIRLS' SCHOOL**

Selly Park Road, Selly Park, Birmingham, B29 7PH Tel: 0121 472 1238

<https://sellyparkgirls.org>

Type:	Community (Girls)
Age range:	11–16
Published Admission Number:	160
DFE No:	330 4177

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 598 preferences received ranking the school 1 – 6. Last child admitted lived 8357 metres from the school
- 2023 – 649 preferences received ranking the school 1 – 6. Last child admitted lived 7706 metres from the school
- 2024 – 600 preferences received ranking the school 1 – 6. Last child admitted lived 7880 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Children with a sister already at the school who will still be in attendance in September 2025.
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

**To view the Local Authority’s definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant’s home address and the centre of the main school building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit: [Birmingham Local Authority Admissions Arrangements](#)

## **SMALL HEATH LEADERSHIP ACADEMY**

Muntz Street, Small Heath, Birmingham, B10 9RX Tel: 0121 464 7997

[www.smallheathleadershipacademy.com](http://www.smallheathleadershipacademy.com)

Type:	Academy
Age range:	11–18
Published Admission Number:	240
DFE No:	330 4025

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 this school received less applicants than it had places available, so all applicants were offered. In 2024 this school received more applications than there were places available.

- 2022 – 656 preferences received ranking the school 1 – 6. All applicants offered
- 2023 – 779 preferences received ranking the school 1 – 6. All applicants offered
- 2024 – 813 preferences received ranking the school 1 – 6. Last child admitted lived 8708 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

Small Heath Leadership Academy is part of Star Academies. As an inclusive school, all applications will be considered equally.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.



## Oversubscription criteria

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note 1).
2. Children of staff employed at Small Heath Leadership Academy for 2 or more years at the time at which the application for admission is made, and / or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage (see note 2).
3. Children with proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at Small Heath Leadership Academy.  
**Parents are responsible for providing the professional supporting evidence to the school by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional (see note 3).**
4. Children with older siblings attending Small Heath Leadership Academy in Years 7 to 11 at the time of application and offer of a place (see note 4).
5. All other children who live nearest from home to school (see note 5).

## Notes

1. 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 the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society (see Section 23ZZA(8) of the Children's Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017)).

This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders).

Child arrangement orders are defined Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence orders in force prior to 22 April 2014 is deemed to be a child arrangements order.

Section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. A child is eligible for consideration when the parent(s) of child on the payroll of the school completes the section on the home Local Authority's common application form.
3. For a place to be offered under this criterion, the information must confirm the exceptional medical or social need and demonstrate how Small Heath Leadership Academy is the only school that can meet the defined needs of the child. In all cases the medical or social need must be permanent or long term. For medical conditions affecting mobility, consideration will only be given if Small Heath Leadership Academy is nearest to the child's home. **It is the parent's responsibility to provide the information directly to the school. Failure to provide the supporting information by the closing date may result in the application not being considered under this criterion.**
4. Siblings refers to full, half, adopted, step, foster children or the child of the parents' partner, and in every case, the child must be living in the same family unit at the same address.
5. Birmingham City Council measures the distance in a straight line from home to the main entrance of the school using the co-ordinates supplied by Ordnance Survey.

#### **Tie-breaker**

Children who live nearest from home to school will receive priority for any criteria that are oversubscribed. If the distance between home and school is the same, which includes the same geographical property reference (such as a block of flats), random allocation is used as a tie-breaker. Birmingham City Council's School Admissions Team will undertake the random allocation process in the presence of a school representative at the Council Offices.

#### **Address**

The address given must be where the child and parents live permanently. It should not be the child minder's, grandparent's or other relative's address. If parents share custody of a child, the school may request to see the court order, child tax credit letter, child benefit letter, medical card or other evidence to establish where the child is resident for the majority of the time during the weekdays. If there is joint custody for the child, the address of the parents receiving the child benefit is used. If a child is resident with friends or relatives for reasons other than guardianship, the friend or relative's house will not be considered as a permanent address.

Parents will be required to provide current copy of council tax as proof of residence at the permanent address. We may seek other means of evidence as proof of residence at the permanent address if required.

#### **Change of address**

Parents must provide the council tax document evidencing the end of residency in their previous home and the current council tax document evidencing occupancy at the new home.

In addition, you are required to provide at least one of the following documents:

- Proof of purchase / tenancy agreement;
- Current utility bill;
- Current bank statement;
- Current driving licence;
- Letter from your GP.

### **Multiple births**

If children of multiple births (twins and triplets) require admission in the same year group and there is only a single place left within the published admission number, the school will offer places above the published admission number.

### **Late applications**

Unless there are exceptional reasons for the late submission of the application form, late applications will not be considered at the same time as applications that were received by the closing date. Birmingham City Council are responsible for making decisions on late applications as stipulated within their secondary co-ordinated admission scheme. Applications received after the start of the autumn term 2025 will be treated as an in-year application.

### **Waiting list**

Children refused admission for the school's Year 7 group each September will automatically be included on the waiting list for the school, where the school is a higher preference than the school where your child was allocated a place. Parents who wish their child's details to be included on the waiting list for the school, even though a place has been allocated at a higher preference school should contact Birmingham City Council's School Admissions Team.

The position on the waiting list is determined by the priority order of the admission policy and nothing else. When the number of children admitted to the school drops below the published admission number, a place is offered to the child who is at the top of the waiting list.

The position of your child on the waiting list may change. They may move up or down each time a child is added or removed, or when the change in circumstances of the child requires them to be considered against a different priority order of the school's oversubscription criteria. Looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol must take precedence over those on the waiting list.

The school maintains the waiting list in accordance with the school's oversubscription criteria until 31 December in the academic year of Year 7 admission. Parents should complete an in-year application form thereafter if they

wish their child's details to be kept on the waiting list for the remainder of the academic year.

For the in-year waiting list, parents must complete a new application form each year at the beginning of the new academic year.

### **Withdrawing an offer of a place**

The school reserves the right to withdraw an offer of a place if:

- It was made in error;
- Parents fail to respond to the offer of a place within a reasonable period of time;
- Parents decline the place offered;
- It is established that the offer of a place was obtained through a fraudulent or misleading application.

Where parents fail to respond to the offer of a place, the school will give the parents a further opportunity to respond and explain to them that the offer of a place will be withdrawn unless they respond by the specified date. Where an offer of a place is withdrawn based on misleading information, the school will consider the application afresh, and will offer a right of appeal if admission cannot be offered.

The school will not withdraw the offer of a place once the child has started at the school, except where that place was fraudulently obtained. In deciding whether or not to withdraw the offer of a place, account will be taken of the length of time the child has been at the school. Where the child has been at the school for less than a term, the school may consider it appropriate to withdraw the place.

### **Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, if a child is gifted and talented or has experienced problems such as ill health.

Parents of children who are already of secondary school age are required to complete the in-year application form along with a letter requesting admission out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Parents of children who wish to seek admission to Year 7 outside their normal age group (i.e. who are currently placed in a lower or higher year group) will need to submit the normal common application form to the Local Authority (in writing or online). Parents must do this at the same time as they submit a written request to the school for their child to be admitted out of the normal age group and submit this with the required evidence outlined below. If their request is agreed and a place is available in the requested year group, the child will be admitted.

The school will make a decision on the request before the secondary national offer date if the request for admission is received during the normal admissions round, if at all possible.

To enable the school to consider if the request for admission outside the normal age group is in the best interests of the child concerned, the school will consider:

- Parent's views.
- Information about the child's academic, social and emotional development.
- Where relevant, the child's medical history and views of the medical professional.
- If the child was born prematurely, what age group would the child have fallen in, if the child had been born on time.
- Views of the headteacher

It is for parents to decide the professional evidence they wish to submit in support of their application for admission outside the normal age group. However, there is no expectation on parents to provide the professional evidence that they do not already have. The school will consider all requests regardless of whether any professional evidence is submitted. The supporting information could include:

- Any evidence from a health or social care professional who is involved in the care or treatment of the child, for example speech and language therapist, occupational therapist, social worker or paediatrician.
- The view of the headteacher of the school that they currently attend and any records of the child's development and progress.
- What can the year group in which a place is sought offer that their chronological year group would not?

The school will make their decision based on the circumstances of each individual case, and in the best interests of the child concerned. The school will inform the parents of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

Parents have a statutory right to appeal to an independent appeal panel against the refusal of a place at a school for which they have applied. As the purpose of the appeals process is to consider whether a child should be admitted to a particular school, the right of appeal **does not apply** if they are offered a place at the school but it is not in their preferred year group. However, they may make a complaint to Star Academies about the decision not to admit their child outside their normal age group.

### **In-year admission**

In-year admission is the process of applying for admission into an existing year group within a school. Applications for the Year 7 intake made after the start of the autumn term 2025 will be treated as an in-year application.

The in-year admission process is managed by the school. Parents are required to complete the in-year application form, which is available from and returnable to the school.

Details of children who cannot be offered admission will be referred to Birmingham City Council and they may contact you to support you to secure a place at a school. Where a place cannot be secured at a school within a reasonable distance from your home, Birmingham City Council will apply the Fair Access Protocol to secure the most appropriate educational provision.

For children with an education, health and care plan, the in-year admission process will not apply. Parents should contact their home Local Authority's Special Educational Needs Team. The child is offered a place if the Local Authority's Special Educational Needs Team names the school in the education, health and care plan.

### **Appeals**

Parents have a legal right of appeal to an independent appeal panel against the decision not to offer admission. Birmingham City Council's Legal and Governance Department administers the appeals process on behalf of the school. Parents must request an appeal form from [admissions@staracademies.org](mailto:admissions@staracademies.org)

Parents have at least 20 school days to prepare and submit their written case to the independent appeal panel. They will normally receive 14 days' notice of the place and time of the hearing, so they can attend, in order to present the case in person.

The decision letter from the independent appeal panel, which will include the reasons for the decision is communicated to all parties as soon as possible after the hearing.

### **Re-appeals**

Parents do not have the right to a second appeal in respect of the same year group, unless in exceptional circumstances, the school has accepted a 2<sup>nd</sup> application from the parents because of a significant and material change in the circumstances of the parents, child or school but were still refused admission.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main entrance of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# ST EDMUND CAMPION CATHOLIC SCHOOL & SIXTH FORM CENTRE

Sutton Road, Erdington, Birmingham, B23 5XA Tel: 0121 464 7700

[www.stedcamp.bham.sch.uk](http://www.stedcamp.bham.sch.uk)

Type:	Academy
Age range:	11–18
Published Admission Number:	201
DFE No:	330 4663

## How to make an In-Year application

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a supplementary information form for the school (SIF) which is available from the school office. The SIF must be returned to the school office. Both must be completed to be considered for a place.

## Previous admission pattern at the time of offer of places for Year 7

Priority is given to practising Catholic applicants.

- 2022 – 832 preferences received ranking the school 1 – 6
- 2023 – 859 preferences received ranking the school 1 – 6
- 2024 – 804 preferences received ranking the school 1 – 6

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Statement

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an

applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Board of Directors will give priority firstly to children who will have a brother or sister (see Note 4 below) attending St Edmund Campion Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 below).

For the purposes of this policy, parish boundaries are as shown on the Archdiocese of Birmingham parish boundary map which can be accessed at [www.birminghamdiocese.org.uk/boundary-map](http://www.birminghamdiocese.org.uk/boundary-map) and will be applied to the admission arrangements for the academic year 2025/2026.

1. Baptised Catholic Children (see Note 2 below) who are looked after or previously looked after (see Note 3 below).
2. Baptised Catholic children (see Note 2 below) who currently attend a Catholic feeder school (see Note 5 below).
3. Baptised Catholic children (see Note 2 below) who currently live in the parish area of a designated Catholic feeder school (see note 5 below) who are not currently attending the designated Catholic feeder school.
4. Other Baptised Catholic children (see Note 2 below).
5. Non-Catholic children who are looked after or previously looked after (see Note 3 below).
6. Non-Catholic children who currently attend a designated Catholic feeder school (see Note 5 below).
7. Other non-Catholic children.

### **Note 1**

Children with an Education, Health and Care (EHC) Plan is dealt with by a completely separate procedure. Children with an Education, Health and care Plan that names the



school **MUST** be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

#### **Note 2**

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this may affect the criteria that your child is placed into, which may affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

#### **Note 3**

A "looked after child" has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making the application to the school. A "previously looked after child" is a child who was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the Local Governing Body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

#### **Note 4**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents

- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents' marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

#### **Note 5**

The named feeder schools for St Edmund Campion Catholic School are:

- **Abbey Catholic Primary School**
- **Corpus Christi Catholic Primary School**
- **St Cuthbert's Catholic Primary School**
- **St Gerard's Catholic Primary School**
- **St Joseph's Catholic Primary School, Nechells**
- **St Margaret Mary Catholic Primary School**
- **St Mary and St John Junior and Infant School**
- **St Peter and St Paul Catholic Primary School**
- **St Wilfrid's Catholic Primary School**

#### **Note 6**

Distances are calculated on the basis of a straight-line measurement between the child's home address and the front school gate which is situated on Holly Lane, Erdington, Birmingham B23 5XA. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child's home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Local Governing Body, will use a computerised system to randomly select the child to be offered the final place.

The Local Governing Body will, where possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's

Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the Local Governing Body that the child lives at the address put forward by the parents.

The Local Governing Body reserves the right to withdraw the offer of a place or where a child is already attending the school the place itself, where it is satisfied that the offer or place was obtained by deception.

### **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school.

Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance.

Parents must then submit a formal request to the Local Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Local Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Board of Directors and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Local Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, ie Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Local Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications

received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **APPEALS**

Parents who wish to appeal against the decision of the Local Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of the Board of Directors at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Local Governing Body have offered a place in the normal age group instead.

### **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Board of Directors has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

### **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

### **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at St Edmund Campion Catholic School but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the last day of the summer term 2026 and will then be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go

up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a named feeder school (see Note 5 above) who have not been offered a place in the school by the beginning of the Autumn term 2025 will be re-ranked to take into account that they will no longer be attending that feeder school from 1st September 2025. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1st September 2025.

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

### **IN YEAR FAIR ACCESS PROTOCOL**

The Board of Directors of St Edmund Campion Catholic School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Board of Directors is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Board of Directors has this power, even when admitting the child would mean exceeding the published admission number.

### **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website at [In Year Admissions Statement](#)

To apply for a place at St Edmund Campion Catholic School in-year, parents will be required to complete Birmingham Local Authority's [In-Year Application Form](#) and return it directly to the school, ensuring that any required supplementary information is also attached.

If there are no places available, the child will be added to the waiting list (see above). Parents will be advised of the outcome of their application in writing and, where the Board of Director's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

### **ADMISSION TO THE SIXTH FORM**

The school operates a sixth form for a total of 160 pupils. 80 places overall will be available in Year 12. Whilst the admission number is 25, if fewer than 55 of the school's existing pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 80.

Applications for the Sixth Form should be made directly to the school using the application form available from the school's main reception or from the school's website. Completed application forms must be returned to the school by the published date (see school website).

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These are six Grade 4s or above (or BTEC equivalent) including English Language.

In addition to the sixth form's minimum academic entry requirements pupils will need to satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements they will be given the opportunity of pursuing any alternative courses for which they do meet the minimum academic requirements. Course requirements are published annually in the school's prospectus and on its website.

When Year 12 is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted or permitted to progress.

When there are more external applicants that satisfy any academic entry requirements priority will be given in accordance with the oversubscription criteria set out below.

Where there is space in Year 13, ie where there are few than 80 pupils in the year group, the school will admit additional pupils up to this number using the oversubscription criteria set out below.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Local Governing Body will give priority firstly to children who will have a brother or sister (see Note 4 above) attending St Edmund Campion Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 above)

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school MUST be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children. An Education health and Care Plan is a plan made by the local authority under the section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

## **OVERSUBSCRIPTION CRITERIA FOR SIXTH FORM**

1. Baptised Catholic children (see Note 2 above) who are looked after or previously looked after (see Note 3 above)
2. Other Baptised Catholic children (see Note 2 above)
3. Non-Catholic children who are looked after or previously looked after (see Note 3 above)
4. Other Non-Catholic children.

**Note:** Distances are calculated on the basis of a straight-line measurement between the child's home address and the front school gate which is situated on Holly Lane.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ST JOHN WALL CATHOLIC SCHOOL**

Oxhill Road, Handsworth, Birmingham B21 9HH Tel: 0121 554 1825

[www.sjw.bham.sch.uk](http://www.sjw.bham.sch.uk)

Type:	Voluntary Aided Catholic
Age range:	11–16
Published Admission Number:	120
DFE No:	330 4625

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a supplementary information form for the school (SIF) which is available from the school office. The SIF must be returned to the school office. Both must be completed to be considered for a place.

### **Previous admission pattern at the time of offer of places for Year 7**

Priority is given to practising Catholic applicants.

- 2022 – 403 preferences received ranking the school 1 – 6
- 2023 – 425 preferences received ranking the school 1 – 6

- 2024 – 426 preferences received ranking the school 1 – 6- All Applicants offered

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with these admission arrangements.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the governing body will give priority firstly to children who will have a brother or sister (see Note 4 below) attending Saint John Wall Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 below).

For the purposes of this policy, parish boundaries are as shown on the Archdiocese of Birmingham parish boundary map which can be accessed at <https://www.birminghamdiocese.org.uk/boundary-map> and will be applied to the admission arrangements for the academic year 2025/2026.

### **Oversubscription Criteria**

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below).



2. Baptised Catholic children (see Note 2 below) currently attending a named feeder school (see Note 5 below).
3. Baptised Catholic children (see Note 2 below) who currently live in the parish area of a designated Catholic feeder school who are not currently attending the designated Catholic feeder school.
4. Other Baptised Catholic children (see Note 2 below).
5. Non-Catholic children who are looked after or previously looked after (See Note 3 below).
6. Non-Catholic children currently attending a named feeder school (see Note 5 below).
7. Other non-Catholic children.

#### **Note 1**

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

#### **Note 2**

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this may affect the criteria that your child is placed into, which may affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

#### **Note 3**

A "looked after child" has the same meaning as in section 22(1) of the Children Act 1989,

and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making the application to the school. A “previously looked after child” is a child who was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the governing body) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

#### **Note 4**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents’ marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

#### **Note 5**

The named feeder schools for Saint John Wall Catholic School are:

- |   |   |                        |
|---|---|------------------------|
| • <b>Sacred Heart Catholic Primary School</b>                 | - | <b>Birchfield</b>      |
| • <b>St Augustine’s Catholic Primary School</b>               | - | <b>Handsworth</b>      |
| • <b>St Chad’s Catholic Primary School</b>                    | - | <b>Newtown</b>         |
| • <b>St Clare’s Catholic Primary School</b>                   | - | <b>Handsworth</b>      |
| • <b>St Francis’ Catholic Primary School</b>                  | - | <b>Handsworth</b>      |
| • <b>St Patrick’s and St Edmund’s Catholic Primary School</b> |   | <b>Ladywood</b>        |
| • <b>St Teresa’s Catholic Primary School</b>                  | - | <b>Handsworth Wood</b> |
| • <b>The Oratory Catholic Primary School</b>                  | - | <b>Ladywood</b>        |

#### **Note 6**

Distances are calculated on the basis of a straight-line measurement between the child’s home address and the front door of the school. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child’s home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same

address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Governing Body, will use a computerised system to randomly select the child to be offered the final place.

The governing body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form.

Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the Governing Body that the child lives at the address put forward by the parents.

The governing body reserves the right to withdraw the offer of a place or, where a child is already attending the school the place itself, where it is satisfied that the offer or place was obtained by deception.

### **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **APPEALS**

Parents who wish to appeal against the decision of the Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of Governors at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Governing Body have offered a place in the normal age group instead.

### **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

### **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

### **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at Saint John Wall Catholic School but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until 31st December 2025 and will then be discarded. Parents may apply to Saint John Wall Catholic School for their child's name to remain on the waiting list until the end of the summer term 2026 when it will be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a named feeder school (see Note 5 above) who have not been offered a place in the school by the beginning of the Autumn term 2025 will be re-ranked to take into account that they will no longer be attending that feeder school from 1st September 2025. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1st September 2025.

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

### **IN YEAR FAIR ACCESS PROTOCOL**

The Governing Body of Saint John Wall Catholic School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number subject.

### **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available.

Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website at <https://www.sjw.bham.sch.uk/contact-us/about-us/admissions>

To apply for a place at Saint John Wall Catholic School in-year, parents will be required to complete Birmingham Local Authority's [In-Year Application Form](#) and return it directly to the school, ensuring that any required supplementary information is also attached.

To apply for a place in the school in-year, parents will need to complete the school's own application form which is available on our website at <https://www.sjw.bham.sch.uk/contact-us/about-us/admissions> and return it directly to the school ensuring that any required supplementary information is attached.

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Governor's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

**Note:** Distances are calculated on the basis of a straight-line measurement between the child's home address and the front door of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [school's own website](#)

## **ST PAUL'S SCHOOL FOR GIRLS**

Vernon Road, Edgbaston, Birmingham B16 9SL Tel: 0121 454 0895

[www.stpaulgl.bham.sch.uk](http://www.stpaulgl.bham.sch.uk)

Type:	Voluntary Aided Catholic
Age range:	11–18
Published Admission Number:	165
DFE No:	330 4606

**How to make an In-Year application**  
[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a supplementary information form for the school (SIF) which is available from the school office. The (SIF) must be returned to the school office. Both must be completed to be considered for a place.

### **Previous admission pattern at the time of offer of places for Year 7**

Priority is given to practising Catholic applicants. The school has received more applications than it has vacancies in this category in recent years.

- 2022 – 857 preferences received ranking the school 1 – 6
- 2023 – 785 preferences received ranking the school 1 – 6
- 2024 – 776 preferences received ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the governing body will give priority firstly to children who will have a sister (see note 4 below) attending St Paul's School for Girls at the time of admission and secondly to children living closest to the school determined by the shortest distance (see Note 6 below).

### **Oversubscription Criteria**

1. Baptised Catholic girls (see Note 2 below) who are looked after, previously looked after including those children who have been in state care outside of England (See Note 4 below).
2. Baptised Catholic girls (see Note 2 below) who have provided a Certificate of Catholic Practice (see Note 3 below) and who are siblings (see Note 5 below) i.e. those who have sisters attending the school at the time of admission.
3. Baptised Catholic girls (see Note 2 below) who have provided a Certificate of Catholic Practice (see Note 3 below) but who do not have a sibling in the school at the time of admission.
4. Baptised Catholic girls (see Note 2 below) who have not provided a Certificate of Catholic Practice (see Note 3 below) and who are siblings (see note 5 below) i.e. those who have sisters attending the school at the time of admission and are not covered by Criteria 1 to 3 above.
5. Baptised Catholic girls (see Note 2 below) not covered by Criteria 1 to 4 above.
6. Non-Catholic girls who are looked after or previously looked after (See Note 4 below).
7. Non-Catholic girls who are siblings (see note 5 below) i.e. those who have sisters attending the school at the time of admission.
8. Other non-Catholic girls.

#### **Note 1**

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

#### **Note 2**

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this is likely to affect the criteria that



your child is placed into, which is likely to affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### **Note 3**

“Certificate of Catholic Practice” means a certificate issued by the family’s parish priest (or the priest in charge of the church where the family attends Mass) in the form laid down by the Bishops’ Conference of England and Wales. It will be issued if the priest is satisfied that at least one Catholic parent or carer (along with the child if she is over seven years old) have (except when it was impossible to do so) attended Mass on Sundays and holy days of obligation for at least five years (or, in the case of a child since the age of seven, if shorter). It will also be issued when the practice has been continuous since being received into the Church if that occurred less than five years ago. It is expected that most Certificates will be issued on the basis of attendance. A Certificate may also be issued by a priest when attendance is interrupted by exceptional circumstances which excuse from the obligation to attend on that occasion or occasions. Further details of these circumstances can be found in the guidance issued **to priests on the Diocesan Education Service website at:**

<https://www.bdes.org.uk/admissions.html>

### **Note 4**

A “looked after child” has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making the application to the school. A “previously looked after child” is a child who immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order and includes 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. For the purpose of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child ranked as a non-Catholic.

### **Note 5**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents’ marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

The children must be living permanently in the same household.

#### **Note 6**

Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate of the school. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child's home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the Governing Body, will use a computerised system to randomly select the child to be offered the final place.

The governing body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form. Where parents have shared responsibility for a child, and the child lives part of a week with each parent, the home address will be the home address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the Governing Body that the child lives at the address put forward by parents.

If a place in the school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to be withdrawn.

#### **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Governing Body for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of

their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Governing Body will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Governing Body and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the Governing Body agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **APPEALS**

Parents who wish to appeal against the decision of the Governing Body to refuse their child a place in the school should make that appeal request in writing to the Chair of Governors at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the Governing Body have offered a place in the normal age group instead.

## **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Governing Body has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

## **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

### **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at St Paul's School for Girls but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the last day of the summer term 2026 and will then be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

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

### **IN YEAR FAIR ACCESS PROTOCOL**

The Governing Body of St Paul's School for Girls is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number subject.

### **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website at:

<https://www.stpaulgl.bham.sch.uk/admissions>

To apply for a place at St Paul's School for Girls in-year, parents will need to complete the school's own application form which is available on our website and return it directly to the school ensuring that any required supplementary information is attached.

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Governor's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

### **ADMISSION TO THE SIXTH FORM**

The school operates a sixth form for a total of 200 pupils. 100 places overall will be available in Year 12. Whilst the admission number is 2 if fewer than 98 of the school's existing pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 100

Applications for the Sixth Form should be made directly to the school using the application form available from the school website [www.stpaulgl.bham.sch.uk](http://www.stpaulgl.bham.sch.uk). Completed application forms must be returned to the school by 9 December 2024.

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These are e.g. 5 Grade 4-9 or equivalent, in GCSEs/BTECs/Diplomas in 5 separate subjects. (not including Citizenship).

In addition to the sixth form's minimum academic entry requirements pupils will need to satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements, they will be given the opportunity of pursuing any alternative courses for which they do meet the minimum academic requirements. Course requirements are published annually in the school's prospectus and on its website.

When Year 12 is undersubscribed, all applicants meeting the minimum academic entry requirements will be admitted or permitted to progress.

When there are more external applicants that satisfy any academic entry requirements priority will be given in accordance with the oversubscription criteria set out below.

Where there is space in Year 13, i.e. where there are fewer than 100 pupils in the year group, the school will admit additional pupils up to this number using the oversubscription criteria set out below.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a

category, the Governing body will give priority to children living closest to the school determined by the shortest distance (see Note 6 above)

Please note that Children with an Education, Health and Care (EHC) Plan that names the academy **MUST** be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

### **OVERSUBSCRIPTION CRITERIA FOR SIXTH FORM**

1. Baptised Catholic children (see Note 2 above) who are looked after or previously looked after (see Note 3 above).
2. Other Baptised Catholic children (see Note 2 above).
3. Non-Catholic children who are looked after or previously looked after (see Note 3 above).
4. Other non-Catholic children.

**Note:** Distances are calculated on the basis of a straight-line measurement between the child's home address and the front gate of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **ST THOMAS AQUINAS CATHOLIC SCHOOL**

Wyhall Lane, Kings Norton, Birmingham, B38 8AP Tel: 0121 464 4643

[www.stacs.org](http://www.stacs.org)

Type:	Academy
Age range:	11–18
Published Admission Number:	210
DFE No:	330 4616

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). You will also be required to complete a supplementary information form for the school (SIF) which is available from the school office. The (SIF) must be returned to the school office. Both must be completed to be considered for a place.

### **Previous admission pattern at the time of offer of places for Year 7**

Priority is given to practising Catholic applicants.

- 2022 – 740 preferences received ranking the school 1 – 6
- 2023 – 777 preferences received ranking the school 1 – 6
- 2024 – 816 preferences received ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the Board of Directors will give priority firstly to children who will have a brother or sister (see Note 4 below) attending St. Thomas Aquinas Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 below).

### **Oversubscription Criteria**

In all categories the board of directors will give priority to those who have a brother or sister (see Note 4 below) attending St Thomas Aquinas Catholic School at the time of admission and then to those children living closest to the school determined by the shortest distance (see Note 7)

1. Baptised Catholic children (see Note 2 below) who are looked after or previously looked after (See Note 3 below)

2. Baptised Catholic children (see Note 2 below) of a member of staff working for St Thomas Aquinas Catholic School (see Note 8 below)
3. Baptised Catholic children (see Note 2 below) currently attending a Lumen Christi School (see Note 5 below).
4. Baptised Catholic children (see Note 2 below) currently attending a named feeder school (see Note 6 below).
5. Other Baptised Catholic children (see Note 2 below).
6. Non-Catholic children who are looked after or previously looked after (See Note 3 below)
7. Non-Catholic children of a member of staff working for St Thomas Aquinas Catholic School (see Note 8 below)
8. Non-Catholic children currently attending a Lumen Christi School (see Note 5 below).
9. Non-Catholic children currently attending a named feeder school (see Note 6 below).
10. Other non-Catholic children.

#### **Note 1**

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.

#### **Note 2**

In all categories, for a child to be considered as Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic, see the Catholic Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

Parents making an application for a Catholic child should also complete a Supplementary Information Form (SIF) **which should be returned directly to the school**. If you do not provide the information required in the Supplementary Information Form and return it by the closing date, together with all supporting documentation, this is likely to affect the criteria that your child is placed into, which is likely to affect your child's chance of being offered a place at this school.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their



own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### **Note 3**

A “looked after child” has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of the local authority or (b) being provided with accommodation by them in the exercise of their social services functions (eg children with foster parents) at the time of making the application to the school. A “previously looked after child” is a child who was looked after, but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order and includes those children who appear (to the School Standards Committee) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

For the purposes of this policy, a looked after child living with a family where at least one of the carers is Catholic will be considered as Catholic. The carer must forward a copy of their own Catholic Baptismal or Reception certificate directly to the school in order for this priority to be given to the child as failure to do so will result in the looked after child being ranked as a non-Catholic.

### **Note 4**

For all applicants the definition of a brother or sister is:

- A brother or sister sharing the same parents
- A half-brother or half-sister, where two children share one common parent
- A step-brother or step-sister, where two children are related by a parents’ marriage or civil partnership, or where they are unrelated but their parents are living as partners.
- Adopted or fostered children

### **Note 5**

At the time this policy was written, Lumen Christi Catholic Multi Academy Primary Schools are:

**St. Brigid’s Catholic Primary School, Northfield**  
**St. Columba’s Catholic Primary School, Rednal**  
**St. James Catholic Primary School, Rednal**  
**St. John Fisher Catholic Primary School, West Heath**  
**St. Joseph’s Catholic Primary School, Kings Norton**  
**St. Paul’s Catholic Primary School, Kings Norton**  
**St. Thomas More Catholic Primary School, Sheldon**

This may change as more schools join the academy therefore this criterion may be expanded to include schools who are legally a member of Lumen Christi Catholic Multi Academy.

### **Note 6**

The named feeder schools for St Thomas Aquinas Catholic School are:

- **Our Lady & St. Rose of Lima Catholic Primary School, Weoley Castle**

- **St Edward's Catholic Primary School, Selly Park**
- **St. Peter's Catholic Primary School, Bartley Green**

**Note 7**

Distances are calculated on the basis of a straight-line measurement between the child's home address and St Thomas Aquinas Catholic School. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot a child's home address and the address of the school.

In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and the school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all, of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority, on behalf of the School Standards Committee, will use a computerised system to randomly select the child to be offered the final place.

The School Standards Committee will, where possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's published admission number.

A child's home address refers to the address where the child usually lives with a parent or carer and will be the address provided in the Local Authority's Common Application Form. Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address provided in the Local Authority's Common Application Form, provided that the child resides at that address for any part of the school week.

Parents may be requested to supply documentary evidence to satisfy the School Standards Committee that the child lives at the address put forward by the parents.

If a place in the school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to be withdrawn.

**APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE OF THEIR NORMAL AGE GROUP**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or is already being educated in a class outside of their normal age group at their current Primary school. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit

a formal request to the School Standards Committee for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The School Standards Committee will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the School Standards Committee and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the School Standards Committee and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place. Where the School Standards Committee agrees to consider an application for Year 7 the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **APPEALS**

Parents who wish to appeal against the decision of the School Standards Committee to refuse their child a place in the school should make that appeal request in writing to the Chair of the School Standards Committee at the school address. Appeals will be heard by an independent panel.

Please note that parents do not have the right to appeal if their request for their children to be admitted to a class outside of their normal year group has been refused, but the School Standards Committee have offered a place in the normal age group instead.

## **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside of the normal admissions round. Parents do not have the right to a second appeal in respect of the same school for the

same academic year unless, in exceptional circumstances, the School Standards Committee has accepted a second application from the parent because of a significant and material change in the circumstances of the parent, child or school, but have still refused admission.

### **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **CHANGE IN PREFERENCE**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

### **WAITING LIST**

In addition to their right to appeal, children who have not been offered a place at St Thomas Aquinas Catholic School but were offered a school that was ranked as a lower preference on their application form will be added to a waiting list.

The waiting list will be maintained until the end of the Summer term 2026 and will then be discarded. Parents may apply to St Thomas Aquinas Catholic School for their child's name to remain on the waiting list until the end of the academic year 2026 when it will be discarded.

A child's position on a waiting list is not fixed. When a new child joins the waiting list, all applicants on that waiting list will be re-ranked to ensure that the list is always maintained in oversubscription criteria order. This means that a child's position on the waiting list could go up or down during the time that it is on the list. Any late applications accepted will be added to the waiting list in accordance with the oversubscription criteria.

Inclusion on the waiting list does not mean that a place will eventually become available. It may be that those already offered places may accept them, thereby filling all available places.

Children on the waiting list who attend a Lumen Christi primary or named feeder school (see Note 5 above) who have not been offered a place in the school by the beginning of the Autumn term 2024 will be re-ranked to take into account that they will no longer be attending that feeder school from 1<sup>st</sup> September 2025. This will affect the oversubscription criteria that your child is placed into on the waiting list from 1<sup>st</sup> September 2025.

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

### **IN YEAR FAIR ACCESS PROTOCOL**

The School Standards Committee of St Thomas Aquinas Catholic School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the School Standards Committee is empowered to give absolute priority to a child where admission is requested

under any locally agreed protocol. The School Standards Committee has this power, even when admitting the child would mean exceeding the published admission number.

### **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO YEAR 7 (IN-YEAR ADMISSIONS)**

An application can be made for a place for a child at any time outside the normal admission round and the child will be admitted where there are places available. Further information regarding instructions on how to apply for a place in the school at any other time other than the normal intake is available on the school's website at [www.stacs.org](http://www.stacs.org)

To apply for a place at St Thomas Aquinas Catholic School in-year, parents will be required to complete Birmingham Local Authority's [In-Year Application Form](#) and return it directly to the school, ensuring that any required supplementary information is also attached.

If there are no places available, the child will be added to the waiting list (see above).

Parents will be advised of the outcome of their application in writing and, where the Board of Director's decision is to refuse their child a place, have the right to appeal to an independent appeal panel.

There is no charge or cost related to the admission of a child to this school.

### **ADMISSION TO THE SIXTH FORM**

The school operates a sixth form for a total of 200 pupils. 105 places overall will be available in Year 12. Whilst the admission number is 20 if fewer than 85 of the school's existing pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 105

Applications for the Sixth Form should be made directly to the school using the application form available from the school's website. Completed application forms must be returned to the school by 31<sup>st</sup> December 2024.

Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. These are:

- AS courses – a minimum of 5 GCSEs at grade 4 and above (usually to include Maths and English). Some courses may require a higher grade (see course details).
- Level 3 BTEC courses – a minimum of 5 GCSEs at Grade 4 and above usually to include Maths and English).
- Level 2 BTEC – 4 GCSEs grades 3 and above

In addition to the sixth form's minimum academic entry requirements pupils will need to satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements they will be given the

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opportunity of pursuing any alternative courses for which they do meet the minimum academic requirements. Course requirements are published annually in the school's prospectus and on its website.

When Year 12 is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted or permitted to progress.

When there are more external applicants that satisfy any academic entry requirements priority will be given in accordance with the oversubscription criteria set out below.

Where there is space in Year 13, i.e. where there are few than 100 pupils in the year group, the school will admit additional pupils up to this number using the oversubscription criteria set out below.

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority. If there is oversubscription within a category, the School Standards Committee will give priority firstly to children who will have a brother or sister (see Note 4 above) attending St Thomas Aquinas Catholic School at the time of admission and then secondly to children living closest to the school determined by the shortest distance (see Note 6 above)

Please note that Children with an Education, Health and Care (EHC) Plan that names the academy **MUST** be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

#### **OVERSUBSCRIPTION CRITERIA FOR SIXTH FORM**

In all categories the Board of Directors will give priority to those who have a brother or sister (see Note 4 below) attending St Thomas Aquinas Catholic School at the time of admission and then to those children living closest to the school determined by the shortest distance (see Note 7).

1. Baptised Catholic children (see Note 2 above) who are looked after or previously looked after (See Note 3 above)
2. Baptised Catholic children (see Note 2 above) of a member of staff working for St Thomas Aquinas Catholic School (see Note 8 above)
3. Other Baptised Catholic children (see note 2 above).
4. Non-Catholic children who are looked after or previously looked after (See Note 3 above).
5. Non-Catholic children of a member of staff working for St Thomas Aquinas Catholic School (see note 8 above).
6. Other non-Catholic children.

**Note:** Distances are calculated on the basis of a straight-line measurement between the child's home address and the main front gate of the school on Wychall Lane.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **STAR KING SOLOMON ACADEMY (formerly called King Solomon International School)**

Lord Street/Richard Street, Birmingham, B7 4AA Tel: 0121 357 1905

<https://starkingsolomon.org/>

Type:	Free School
Age range:	4–19
Published Admission Number:	90*
DFE No:	330 4045

\*Star King Solomon Academy has 30 places available to external applicants and 60 places available internally (those children currently on roll in Year 6 in 2024) for Year 7 in September 2025.

The 60 children on roll in Year 6 (at Star King Solomon Academy will automatically transfer to Year 7). **It is important that parent/carers of pupils already on roll in Year 6 at the school that wish to apply for other schools using the LA online application, please DO NOT include Star King Solomon Academy as a preference.** As this is a wasted preference as your child will automatically move up from Year 6 to Year 7 in September 2025.

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). Faith based applicants will also need to complete a 'Faith Supporting Evidence Form' for consideration under Group A as part of your application. The form is available to download from the <https://starkingsolomon.org/> website or it can be obtained by contacting the school's admission office.

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 all applicants were offered.

## **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

## **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription Criteria**

For entry to Year 7 in September 2025, the 60 children on roll in Year 6 at Star King Solomon Academy will automatically transfer to Year 7 and therefore are not required to submit the school as a preference. However, parents and carers of these children will be free to submit applications for Year 7 places at other schools.

The remaining 30 places for entry into Year 7 at September 2025 will be offered in accordance with the following admissions criteria:

If oversubscribed, the school will admit children under two groups. 50% of the available places will be allocated to children in Group A who are of the Christian faith. The remaining places will be allocated, without reference to faith, to children in Group B.

On this basis a maximum of 50% of the available places will be allocated to children who are members of the Christian faith.

Definitions of 'Christian faith' and other terms (such as 'sibling', 'distance') can be found in the glossary below.

Places will be allocated as follows:

### **All Applicants**

Pupils with a Statement of Special Educational Needs/Education Health & Care Plan where Star King Solomon Academy is named in the Statement/EHCP will be admitted to Star King Solomon Academy.

### **Group A – Applicants of the Christian faith (50% of Places)**

An applicant will be eligible for consideration under Group A only where they have submitted a completed 'Faith Supporting Evidence Form' as part of their application. The form is available to download from the <https://starkingsolomon.org/> website or it can be obtained by contacting our admissions office.

If Group A is undersubscribed, the school will admit all eligible applicants.

If Group A is oversubscribed, the following oversubscription criteria will be applied in order:

1. Looked after \*Christian faith' children and previously looked after Christian faith children.



2. Children of the Christian faith with a sibling (\*) who is a pupil already attending Star King Solomon Academy, at the time of admission.
3. Children of the Christian faith living closest to Star King Solomon Academy based on straight line distance measurement using GIS software via the OS Address Point (#) of their home and the OS Address Point of the school.
4. Children of the Christian faith eligible for the Pupil Premium or Service Premium. If applying under this criterion, please complete the relevant SIF.

**Tie Breaker**

If a tie break is needed, where two or more eligible applications have equal priority for admission, to determine which applicant will be allocated a place, this will be done through random allocation via drawing of lots by an independent person of good standing.

**Group B – Community Applicants (50% of places)**

In Group B applicants will be considered without reference to faith. Places will be allocated in the following order:

If Group B is undersubscribed, the school will admit all eligible applicants.

If Group B is oversubscribed, the following oversubscription criteria will be applied in order:

1. Looked after children and previously Looked After children.
2. Children with a sibling (\*) who is a pupil already attending Star King Solomon Academy, at the time of admission.
3. Children living closest to Star King Solomon Academy based on straight line distance measurement using GIS software via the OS Address Point (#) of their home and the OS Address Point of the school.
4. Children eligible for the Pupil Premium or Service Premium.

**Tie Breaker**

If a tie break is needed, where two or more eligible applications have equal priority for admission, to determine which applicant will be allocated a place, this will be done through random allocation via drawing of lots by an independent person of good standing.

Allocation of places if one of Group A or Group B is undersubscribed.

If after the admission of children with a Statement / EHCP fewer than 50% of the remaining children qualify for admission in Group A, additional places will be offered using the criteria listed for Group B above until the PAN is reached.

If after the admission of children with a Statement / EHCP fewer than 50% of the remaining children qualify for admission in Group B then additional places will be offered to applicants who were not allocated a place under Group A. These applicants will be considered without reference to faith in line with the oversubscription criteria in Group B until the admission numbers are met.

**Sixth-Form**

Star King Solomon Academy will operate a sixth form from September 2025 for a total of 180 students.

The admission number for Year 12 is 90 from September 2025. This is the number of places which will be offered on an annual basis to eligible external applicants.

When the sixth form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted.

Star King Solomon Academy will admit any statemented pupils or pupils with an EHCP whose statement / EHCP names the Star King Solomon Academy.

**When there are more eligible external applicants (i.e. that satisfy the above academic entry requirements) than places available in Y12, priority will be given in the following order:**

1. Eligible students who are looked after children or previously looked after children.
2. Other eligible students meeting the GCSE criteria for admission to the sixth form.

### **Tie Breaker**

If a tie break is needed, where two or more eligible applications have equal priority for admission, to determine which applicant will be allocated a place, this will be done through random allocation via drawing of lots by an independent person of good standing.

### **Star King Solomon Academy Admissions Form**

As part of the admissions process, all applicants will need to complete the Star King Solomon Academy Admissions Form. An application for a place at the school will not be considered unless a Star King Solomon Academy Admissions Form has been completed. All sections should be completed in English and a translator will be made available to all those who request so in writing. A copy should be kept by parents to help them answer any questions that arise during the admissions or appeals process. Forms received after the closing date will be treated as a late application and will be considered after those received on time.

Faith based applicants will need to complete the 'Supporting Evidence Form', the questions seek to establish the applicant's level of commitment to the Christian faith.

This form will be used for 2025 admissions only; thereafter the Birmingham City Council Common Admissions Form (CAF) must be used.

### **Appeals**

All applicants refused a place have the right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Parents who are refused a place will be sent a letter advising them of how to appeal. The decision of the Appeals Panel will be binding on all parties.

## Waiting List

Where in any year the school receives more applications for places in Groups A and B than there are places available, a waiting list will operate. This will be maintained by the Academy Trust and it will be open to any parent to ask for his or her child's name and contact details to be placed on the waiting list, following an unsuccessful application.

A child's position on the waiting list will be determined solely in accordance with the above oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. Each new child added to the waiting list will require the list to be ranked again in line with the published oversubscription criteria above. In this process the position of children on the waiting list may change as other applications are received.

## In - Year Admissions

Where a child requires admission once the school year has started; such admissions are known as In-Year Admissions Applications should be made on the In-year Admissions Form, available from the Local Authority. Birmingham City Council has a Fair Access Policy which aims to ensure that unplaced children are offered a place at a suitable school as quickly as possible. Details of this policy are available from the Council website.

## Glossary

- Christian Faith

\*Note: For the purposes of these admission arrangements children of the Christian Faith will be determined by whether the parent/s of the child or the child regularly attends a recognised Christian church, that is, at least twice per month. A recognised Christian Church is a church which is in membership with or affiliated to at least one of the following organisations: Churches Together in Britain, the Evangelical Alliance, the Order of St Leonard, or belong to a church that accepts the Nicene Creed as the statement of faith. This must be affirmed by the Church Leader on the Supporting Evidence Form.

- A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order. 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 the definition in Section 22(1) of the Children Act 1989). In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.
- Children adopted from state care outside of England 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 will be given equal first priority in admission

arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). These children are referred to as internationally adopted previously looked after children – “IAPLAC”. Evidence will be required from the carer confirming that their child meets the above criteria in accordance with the DfE’s non-statutory guidance on the admission of IAPLAC.

- (\*) Sibling: Brother or Sister

The definition of a brother or sister is:

- A brother or sister sharing the same parents
- Half-brother or half-sister, where two children share one common parent.
- Step brother or step sister, where two children are related by a parent’s marriage.
- Adopted brother or sister
- Foster brother or sister
- The child of the partner of a parent or carer

Children residing in the same household as part of an extended family, including cousins, will not be treated as siblings; proof of the sibling relationship will be required e.g. short birth certificates.

- Address of Pupil

The address used on the school’s admission form must be the current main home address at the time of the application. If the address subsequently changes, parents should immediately notify the school and the Local Authority. Where the parents live at different addresses, the address that is current at the time of application and is the normal address of the child will be the one used. This will normally be the one where the child wakes up for the majority of Monday to Friday mornings. Where a child lives with parents/carers with shared responsibility equally between two addresses, the address used for admission purposes will be the home address where the child was resident on the date of application. Parents must provide documentary evidence which could be in the form of a utility bill, child benefit book, Council Tax statement or Electoral Roll entry. All offers of a place will be conditional upon the receipt of proof of residence. It should be noted that the provision of false or misleading information may lead to the withdrawal of an offer.

Information on OS address points and GIS software can be found as noted below:

Information on Address Points:

<http://www.ordnancesurvey.co.uk/oswebsite/products/address-point/index.html>

GIS Software information:

[http://www.caliper.com/Maptitude/GIS\\_Software/default.htm](http://www.caliper.com/Maptitude/GIS_Software/default.htm)

- Pupil Premium

Including the service premium. Parents will be required to provide evidence of eligibility and the school may request confirmation from the applicant’s home Local Authority. Children given priority under this criterion fall into the following categories:

- Children currently registered as eligible for free school meals and children who have been registered as eligible for free school meals at any point in the last six years; and
  - Children whose parent(s) are serving in the regular UK armed forces, or to the children of ex regular UK armed forces personnel who were serving in the last 3 years.
  - Children where at least one parent died while serving in the UK armed forces and the child is in receipt of a pension under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS)
- Child Arrangement Order (CAO)  
A 'child arrangements order' ('CAO') is defined as an order regulating arrangements relating to
    - a. with whom a child is to live, spend time or otherwise have contact, and
    - b. when a child is to live, spend time or otherwise have contact with any person.
 It is arrangements in category (a) of that definition that are those that would have been caught under a residence order: specifically those related to the person with whom a child is to live.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school.

**Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

**STOCKLAND GREEN SCHOOL**

Slade Road, Erdington, Birmingham, B23 7JH Tel: 0121 566 4300

[www.stocklandgreen.co.uk](http://www.stocklandgreen.co.uk)

Type:	Academy
Age range:	11–16
Published Admission Number:	150
DFE No:	330 4206

**How to make an In-Year application**  
[In-Year Admissions](#)

**How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 657 preferences received ranking the school 1 – 6. Last child admitted lived 1287 metres from the school
- 2023 – 599 preferences received ranking the school 1 – 6. Last child admitted lived 1206 metres from the school
- 2024 – 647 preferences received ranking the school 1 – 6. Last child admitted lived 1362 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

In the event of an oversubscription in any of the above categories places will be allocated according to those that live closest to Stockland Green School calculated on the basis of a straight-line measurement between home and academy, whose circumstances remain unchanged on the day of admission.

**The Academy reserves the right to withdraw the offer of a place if a change in circumstances between allocation and admission would have resulted in a child not being offered a place at the time of allocation.**

Stockland Green School have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

## DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS

### **Waiting lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form.

Appeals will be heard by an independent panel.

### **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main school building.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **SUTTON COLDFIELD GRAMMAR SCHOOL FOR GIRLS**

Jockey Road, Sutton Coldfield, Birmingham B73 5PT Tel: 0121 354 1479

[www.suttcold.bham.sch.uk](http://www.suttcold.bham.sch.uk)

Type:	Academy Grammar (Girls)
Age range:	11–18
Published Admission Number:	180
DFE No:	330 4300

### **How to make an In-Year application**

Please note that children who are older than 11 years may not register for the tests. However, parents/carers can still contact the school about their admission arrangements for places in other year groups.

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).



### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1072 applications ranking the school 1 – 6
- 2023 – 1078 applications ranking the school 1 – 6
- 2024 – 1158 applications ranking the school 1 – 6

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

For previous admissions patterns and selective test results please visit: [Results and Offers | The Grammar Schools in Birmingham](#)

### **Admissions statement**

Sutton Coldfield Grammar School for Girls (“the School”) is a school with converter academy status for girls aged 11-18 years. It is designated as a selective grammar school under S104 of the School Standards and Framework Act 1998 and is part of the ‘West Midlands Grammar Schools’ Consortium.

Admission to the School is on the basis of selection by reference to ability. Only girls who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the School. These arrangements require that prospective pupils are considered for admission on the basis of a combined score, standardised according to the age of the pupil, on standardised tests of verbal, numerical and non-verbal reasoning ability (“the Entrance Test”).

Girls born between 1 September 2013 and 31 August 2014 are eligible to apply for admission in Year 7 in September 2025.

### **Oversubscription Criteria**

The school does not have a residence requirement and entry to the school is solely as a result of scores gained in the Entrance Test, whether or not candidates live in Birmingham.

The school’s hours are 8.50am to 3.30pm and pupils are required to attend daily during term time. In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test (“the qualifying score”). For September 2025, the qualifying score is 205. Where the number of applications for admission exceeds the number of places available at the school, places are offered to children as follows:

1. Children who are Looked After/Previously Looked After or internationally Looked After/Previously Looked After who achieve the qualifying score by rank order of standardised score;
2. Children attracting the Pupil Premium who achieve the qualifying score by rank

order of standardised score but limited to no more than 36 in this category;

3. Children who achieve the qualifying score by rank order of standardised score;

Where children are equal on standardised score, places will be offered to those who live closest to the School (according to the straight-line distance between home and the main reception of the School).

## **Definitions**

### **Looked after and previously looked after children**

A child who is looked after or previously looked after

A child who is looked after is a child who is in the care of a local authority, or being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

A child previously looked after is a child who, immediately after being looked after, became subject to an adoption, child arrangement order, or special guardianship order.

Internationally Looked After/Previously Looked After children are 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.

In the case of children previously looked after, admission authorities may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority that last looked after the child confirming that she was looked after immediately prior to that order being made.

### **Children eligible for the Pupil Premium**

Children attracting the Pupil Premium are those who have been registered for free school meals (not universal infant free school meals) at any point in the 6 years prior to the entrance test. Parents/Carers must submit a completed Pupil Premium eligibility form before the day of the entrance test. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made in March 2025. The school reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

### **Closest to the School**

For this purpose, distances are calculated on the basis of a straight-line measurement between the applicant's home address and the nodal point (the main reception) of the school. Birmingham Local Authority uses a computerised system called Cartology, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within this system.

### **Shared responsibility**

Where parents have shared responsibility for a child, and the child lives with both parents

for part of the week, the child's 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.

### **Offers of places**

Local Authorities consider all offers in conjunction with the ranking of schools on the Local Authority preference form. Where a child meets the criteria for two or more schools, a place will be allocated at the school listed highest on the Local Authority preference form.

### **Final qualifier/tie breaker**

Separating "final qualifier" applications (twins, blocks of flats etc)

In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria as set out above. For example, this may occur when children in the same year group live at the same address, or where there are twins, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both, or all of the children, would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place. The random allocation will be independently supervised.

### **Waiting list**

A Waiting List of those girls who sat the test for admission in September 2025, and who did not receive an offer from the school, or a preferred school, will be held in strict oversubscription criteria order, as detailed above (including obtaining the qualifying score of 205), until the end of the first term of the academic year. This will be administered by the school and offers will be made through consultation with the Local Authority. From 1st September 2025, the school fully administers both the waiting list and offers are made directly to the next child on the waiting list when places become available. Each child added to the waiting list will require the list to be ranked again in line with the oversubscription criteria.

### **Children out of chronological age group**

The school believes that children should be educated within their correct chronological year group, with the curriculum differentiated as necessary to meet the needs of individual children.

If parents/carers believe their daughter should be educated in a different year group they should, at the time of application, submit supporting evidence to the school from relevant professionals working with the child and family stating why the child must be placed outside their normal age appropriate cohort.

The school will decide whether the application will be accepted on the basis of the evidence submitted and the guidance in the School Admissions Code. There is no guarantee that an application will be accepted on this basis. If the application is not accepted this does not constitute a refusal of a place and there is no right to an

independent appeal.

The school will inform parents of the decision on the request and provide reasons for that decision. Where the School agrees to a parent's request for their daughter to be admitted out of their normal age group, the school will process the application as part of the main admissions round, following the over-subscription criteria above. This means a new application will need to be made at the appropriate time. Places cannot be held and the new application will be considered with other applications at the appropriate time, therefore a place is not guaranteed.

### **Procedural arrangements**

The arrangements for the Entrance Test are co-ordinated by 'The West Midlands Grammar Schools' consortium.

Information explaining the arrangement for admission in September 2025 will be available online and from the School from May 2024 onwards (specific date to be published). This information will include details of relevant Open Mornings / Open Evenings to which prospective pupils and parents are invited.

Completed test registration forms must be submitted electronically online via the relevant website by the published deadline. All registration forms received will be acknowledged by 'The West Midlands Grammar Schools' Consortium. Pupils registered for the Entrance Test will be issued with a candidate number and allocated to a test centre by the Consortium Office.

Local candidates who have not registered for the Entrance Test by the published deadline may only be tested in exceptional circumstances and consideration after the main round of applications has been made.

Children who move into the area between the Published Entrance Test registration deadline and the Entrance Test date will be tested and considered in the main round of admissions. Applications received after this date will be considered after initial applications have been made.

Parents or carers also have to complete their home Local Authority application form ranking their choice of schools in order of preference. These forms must be completed and returned to the Local Authority by 31 October 2024.

In accordance with the Equality Act 2010, requests for adjustments to the Entrance Test from parents / carers of a disabled child who wishes to attend the School will be considered. A pro-forma needs to be completed and returned to the 'West Midlands Grammar Schools' Consortium, accompanied by a supporting letter from the child's current school and any detailed medical evidence. The deadline for the return of this form will be published in advance. A specialist panel will consider the information submitted to decide whether reasonable adjustments should be made for the candidate.

Where the School has been named on a child's Education, Health & Care Plan, the child will be admitted. The naming of the School is undertaken after a statutory consultation with the School in order to consider whether the School is suitable for the child's age, ability, aptitude or special educational needs or that their attendance would be incompatible with provision of efficient education or the efficient use of resources. The School would require and expects to be made available evidence that the child's ability is of the requisite academic standard as part of the process. Usually this will be evidenced by the pupil having achieved the qualifying score in the Entrance Test. This is not an oversubscription criterion but the Admission Number (otherwise 180) will reduce accordingly for all other applicants.

The Entrance Test will take place on a Saturday in early September 2024.

For girls unable to sit the Entrance Test on a Saturday for religious reasons, an alternative date will be arranged. Details are provided on 'The request for Optional Test' Form.

Places at the School will be awarded in accordance with the Admissions Criteria outlined above. Parents / Carers will be notified in writing on 3 March 2025 of the school to which their child has been allocated, based on the application and ranking order that they submitted to their Local Authority.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form.

Appeals will be heard by an independent panel.

### **In Year Admissions and Waiting Lists (Years 7-11)**

#### **Year 7 (first term)**

If a vacancy arises in the first term of Year 7, the waiting list for that cohort will be used and a place offered to the highest scoring girl on that list. This is a list of those who sat the test for admission in September 2025 and who did not receive an offer from this school or a higher ranked school.

#### **January of Year 7 –Year 11**

From January of Year 7 onwards, applications made outside the normal admissions round (in-year admissions) should be made directly to the school. All applications for a place at the school will be responded to within 15 working days. If students are refused a place at the school, they will be placed on a waiting list to be informed of the next testing opportunity for the appropriate year group. Where applications have been refused, the reason for the refusal will be given along with the right to appeal.

Places will be offered to students in accordance with the published Admissions Criteria. Being added to the school's waiting list does not mean that a place will become available,

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as in-year places normally only become available if a current student leaves the School.

On receipt of an in-year application, the school will notify the Local Authority of both the application and its outcome, to allow the Local Authority to keep up to date with figures on the availability of school places in Birmingham. This will be completed within two working days of the outcome being communicated to parents.

If a place becomes available, candidates on the waiting list in the appropriate year group will be invited to take an admissions test and the place will be awarded to the highest scoring candidate above a minimum standard. Where students achieve the same score in the in-year testing, the place will be offered to the student living closest to the school, using the criteria listed above.

### **Policy and Procedural Arrangements for Sixth Form Admissions**

Entry to Year 12 is on the basis of academic ability demonstrated by achievement at GCSE. All applicants will complete an application form to nominate their A Level subject selection.

For entry into Year 12 in September 2025, our Published Admission Number. (PAN) for external students, i.e. those who have not up to that point studied at Sutton Coldfield Grammar School for Girls, is 20. The Sixth Form is open to girls only.

Places in the Sixth Form are offered on the basis of the following criteria:

- A minimum of Grade 5 in either English Language or Literature and in Mathematics;
- A minimum of five different subjects graded 7-9;
- Where students have studied alternatives to GCSE, equivalent qualifications (such as an international qualification) may be considered at the discretion of the school;
- Where an A-level subject needs to have been studied at GCSE, a grade 7-9 is required (for Biology, Chemistry, French, Spanish, Mathematics and Physics);
- The availability of places, bearing in mind the total efficiency of the school;
- Meeting the required criteria for three or more subjects to be studied at A-Level.

Where Sixth Form places are over-subscribed, the following criteria will be applied to the allocation of places, in the order given below. Within each of the criteria, there will be rank ordering, based on academic ability demonstrated by GCSE grades:

1. Children who are looked after or previously looked-after children (CLA).
2. Students in receipt of Pupil Premium funding (i.e. eligible for free school meals at any point in the 6 years prior to the application closing date). The school will require proof of eligibility for Pupil Premium funding with the students' GCSE results and reserves the right to withdraw the offer of a place if it has been made on the basis of an incorrect or misleading application).
3. All other students.

Places will be offered following the publication of GCSE results. Applicants need to provide proof of their GCSE results to the School before 1.00pm on GCSE Results Day. Students due to be away on Results Day must make arrangements for their results to be sent to the School. If proof of results is not received by 1.00pm, a place may not be offered. Students

also need to bring proof of eligibility for Pupil Premium funding or that they are CLA.

**Note:** Distances are calculated on the basis of a straight-line measurement between the child's home address and main reception of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **SWANSHURST SCHOOL**

Brook Lane, Billesley, Birmingham, B13 0TW Tel: 0121 464 2400

[www.swanshurst.org](http://www.swanshurst.org)

Type:	Community (Girls) Age range: 11–19
Published Admission Number:	300
DFE No:	330 4237

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 990 preferences received ranking the school 1 – 6. Last child admitted lived 2739 metres from the school
- 2023 – 1023 preferences received ranking the school 1 – 6. Last child admitted lived 4184 metres from the school
- 2024 – 1044 preferences received ranking the school 1 – 6. Last child admitted lived 3253 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Children with a sister already at the school who will still be in attendance in September 2025 **(Siblings in Sixth Form are not classed as siblings)**.
3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

## **Sixth Form: Year 12 Entry Requirements in Birmingham Community Schools**

Year 12 applications are not coordinated by the Local Authority. Applications should be made direct to the school(s) concerned.

Pupils are considered for entry into Year 12 based on their academic attainment, individual subject grade criteria and the availability and suitability of courses at the school.

Details of the academic requirements for each course can be obtained by checking the Sixth Form section of the school's website.

Internal applicants who meet the minimum academic entrance requirements will be offered a place automatically.

## **Year 12 oversubscription criteria**

The following oversubscription criteria will be used for external applicants at community schools when there are more applications than places available:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Where the child has a brother or sister currently attending the School.
3. Proximity of the child's home to school with those living nearer accorded the higher priority.

Year 12 is not dependent upon attendance or behaviour records.

Applicants refused a place in Year 12 are entitled to appeal to an independent appeal panel.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)



## Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

Note: Distances are calculated on the basis of a straight line measurement between the applicant's home address and the school gate on Brook Lane.

## Important

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit: [Birmingham Local Authority Admissions Arrangements](#)

## TILE CROSS ACADEMY

Gressel Lane, Tile Cross, Birmingham, B33 9UF Tel: 0121 566 6400

[www.tilecrossacademy.com](http://www.tilecrossacademy.com)

Type:	Academy
Age range:	11–16
Published Admission Number:	120
DFE No:	330 4024

### How to make an In-Year application

[In-Year Admissions](#)

### How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### Previous admission pattern at the time of offer of places for Year 7

In 2022 and 2023 places were offered to all applicants as there were less applicants than places available. In 2024 this school received more applications than there were places available.

- 2024 – 472 preferences received ranking the school 1 – 6. Last child admitted lived 1627 metres from the school

### Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

### Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

In the event of an oversubscription in any of the above categories, places will be allocated according to those that live closest to Tile Cross Academy calculated on the basis of a straight-line measurement between home and academy, whose circumstances remain unchanged on the day of admission.

**The Academy Trust reserves the right to withdraw the offer of a place if a change in circumstances between allocation and admission would have resulted in a child not being offered a place at the time of allocation.**

Tile Cross Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Late applications**

Late applications will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details. You are encouraged to ensure that your application is received on time.

### **Change in preference**

Changes of preferences will be dealt with in accordance with the Local Authority's co-ordinated admissions scheme. Consult [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) for further details.

### **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred

entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e., Year 7 in September 2026, then the original application is withdrawn, and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day.

No place is reserved or held for the child in advance. If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at: <https://www.gov.uk/government/publications/summer-born-children-school-admission/summer-born-children-starting-school-advice-for-parents>

### **Waiting lists**

Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to complete an online appeal form. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main school building.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **TURVES GREEN BOYS' SCHOOL**

Turves Green, Northfield, Birmingham, B31 4BS Tel: 0121 483 2890

[www.tgbs.co.uk](http://www.tgbs.co.uk)

Type:	Academy (Boys)
Age range:	11–18
Published Admission Number:	150
DFE No:	330 4040

### **How to make an In-Year application**

[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 places were offered to all applicants as there were less applicants than places available.

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after or previously looked after children.
2. Where a child has an older sibling currently attending the school when the application is made and who will be still attending the school in Years 8 – 11 in September of the relevant year.
3. Children of Staff employed at the Academy.
4. Children who live nearest the Academy.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

Turves Green Boys School have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

#### **Children of staff**

Where a member of staff (\*\*has been employed at The Academy for two or more years at the time at which the application for admission is made/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage / or the member of staff has been seconded to support another school within the Matrix Academy Trust.

\*\* All full time teaching staff

All full time support staff – (defined as those on a 37 hour week and above contract)

**The definition does not include contract staff. If service has been 'in house' and is subsequently 'contracted out' children of staff will no longer be eligible for priority admission under this criterion.**

#### **Appeals**

Parents whose children are refused admission to the school have the right of appeal to an independent appeal panel. The necessary forms and information should be obtained from the Clerk to the Appeal Panel, Turves Green Boys' School, Turves Green, Northfield, Birmingham, B31 4BS to whom completed forms are returned. Please mark the envelope ADMISSION – APPEAL.

Appeals in respect of Year 7 intake for September 2025 should be lodged by Friday 11<sup>th</sup> April 2025.

## **In-Year Admissions**

In-Year Admissions The school manages its own mid-year admissions. Applications for in-year admission (age groups other than the normal year of entry) must be made to Turves Green Boys' School Admissions using the mid-year admissions form on Turves Green Boys' School's website. Parents will be notified of the outcome of their application within 15 school days of receipt of a completed mid-year application form.

## **Waiting lists**

Parents may enquire about their child's position on the waiting list by contacting Turves Green Boys' School on 0121 483 2890.

From 1<sup>st</sup> September 2025 parents wishing their child/ren to be placed on the Waiting List should contact Turves Green Boys' School Admissions in writing to make their requests.

Waiting lists will be maintained until the end each academic year.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main school building.

## **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **THE UNIVERSITY OF BIRMINGHAM SCHOOL**

12 Weoley Park Road, Selly Oak, Birmingham, B29 6QW Tel: 0121 796 5000

<https://uobschool.org.uk>

Type:	Free School
Age:	11-19
Published Admission Number:	150
DFE No:	330 4014

## **How to make an In-Year application**

[In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 2093 preferences received ranking the school 1– 6. Last child admitted from University of Birmingham 1231 metres, Hall Green station 1874 metres, Small Heath station 1060 metres and Jewellery Quarter station 1615 metres
- 2023 – 1711 preferences received ranking the school 1– 6. Last child admitted from University of Birmingham 1092 metres, Hall Green station 2264 metres, Small Heath station 1357 metres and Jewellery Quarter station 916 metres
- 2024 – 1681 preferences received ranking the school 1– 6. Last child admitted from University of Birmingham 1134 metres, Hall Green station 2200 metres, Small Heath station 1704 metres and Jewellery Quarter station 1526 metres

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Statement**

University of Birmingham School presently has an agreed Published Admissions Number (PAN) of 150 for admission into Year 7.

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

1. Children in Care, children who were previously in care, and children who have been in state care outside of England.
2. Siblings of students currently attending the University of Birmingham School and who will continue to do so on the date of admission. This does not include siblings who were external entrants to the Sixth Form.
3. Distance between applicant's home address and the nodal points set out below. Distance will be calculated according to a straight line measurement between the applicant's home and the main entrance of the node (as the crow flies).

In the event that a tie break situation occurs for the distance criteria, a random allocation tie break will be used (the local authority will use a computerised system to randomly select the child to be offered the final place).

The nodes selected are:

- The University of Birmingham School site (B29 6QW)
- Hall Green Rail Station (B28 8AA)
- Small Heath Station (B10 0DP)
- Jewellery Quarter Station (B18 6LE)

The following proportion of places will be allocated to each node:

- **The University of Birmingham School site (B29 6QW) 50.0% (up to 75 pupils)**
- **Hall Green Rail Station (B28 8AA) 16.7% (up to 25 pupils)**
- **Small Heath Station (B10 0DP) 16.7% (up to 25 pupils)**
- **Jewellery Quarter Station (B18 6LE) 16.7% (up to 25 pupils)**

## **Waiting List**

If the School is oversubscribed in any year group, names of all unsuccessful applicants will be placed on a waiting list.

The list will operate in accordance with the oversubscription criteria defined above and will operate until the end of the school year.

This will be maintained by the School and following an unsuccessful application, the applicant will be informed if they have been placed on the waiting list.

## **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

## **Sixth Form**

University of Birmingham School will have a provisional PAN (published admissions number) of 50 places for external applicants to Year 12, if they are predicted to and achieve the entry requirements for their chosen courses.

University of Birmingham School aims to establish a maximum roll in Year 12 of 200 students in total. Accordingly should any University of Birmingham pupil not take up a place in the University of Birmingham School's Sixth Form (by choice or by not meeting the entry requirements) a greater number of places (above the 50 PAN) will be available for external applicants.

University of Birmingham School will admit any pupils with either, an Education, Health and Care Plan or, a statement of Special Educational Needs naming University of Birmingham School and who meets the minimum academic entry requirements or if the School can meet need in such a way that the student will access study and flourish if admitted.

Applicants will receive offers only if their applications are supported by a reference from the applicant's current school (by mid-April) which confirms that their predicted grades



and any examination results already achieved indicate they will meet the published entry criteria.

## **Entry Requirements**

**Minimum Entry Criteria-** At least five GCSEs at Grade 6 or above, including English Language and Mathematics attained at a standard of at least Grade 5.

**Subject Specific Entry Criteria-** Individual subject requirements will be listed on the school's website, however typically most subjects would require at least a GCSE Grade 6 (or equivalent) in the relevant subject, or at least a GCSE Grade 7 (or equivalent) in associated subjects if their chosen A-Level subject is not previously studied at GCSE.

Grade requirements for each A-level course will be set out in the prospectus which will be published on the School's website and available in paper format and via email. If the pupil has not met the requirements for their chosen course, they will be offered subjects for which they have achieved the requirements. If the School cannot offer them a place because of lack of capacity or timetabling issues, then the applicant will be offered alternative subjects for which they have achieved the requirements and which can be timetabled.

When the Sixth Form is undersubscribed, all applicants meeting the minimum academic entry requirements set out at above and their chosen A-level course requirements, will be admitted/ permitted to progress. If the School cannot offer them a place because of lack of capacity or timetabling issues, then the applicant will be offered alternative subjects for which they have achieved the requirements and which can be timetabled.

If an applicant has met the minimum entry requirements for Sixth Form, and the requirements for their chosen A-level courses, but the School cannot offer them a place because of lack of capacity or timetabling issues, then the applicant will be offered alternative subjects for which they have achieved the requirements and which can be timetabled.

Children with an Education, Health and Care (EHC) Plan that names University of Birmingham School **MUST** be admitted, where the School can meet need and where admission is compatible with the efficient use of resources. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

### **Sixth Form Oversubscription Criteria**

Where multiple applicants are eligible for the same subject combination, priority will be given to applicants in the following order:

1. Children in Care or children who were previously in care as defined below.
2. Children previously eligible for the Pupil Premium as defined below.

In the event of two or more applications that cannot otherwise be separated, the School will use random allocation as a tie-break.

University of Birmingham School can refuse admission if a pupil has been permanently excluded from two or more schools.

An application for external applicants can be submitted directly to the school through the online web portal. Applications can be submitted usually from mid-October.

The closing date for Sixth Form applications will be 31st January. Applications received after this date will only be considered once applications have been processed for those applying within the prescribed timescale.

External applicants must complete an application form.

Sixth Form information events for parents and carers, and prospective students will be organised for autumn term and communicated via the school's website.

Further detailed information will be published in the Sixth Form prospectus and on the University of Birmingham School website.

### **Deferred entry and Admission of children outside their normal year group**

Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented or has experienced problems such as ill health, that they had deferred entry agreed for when their child started Reception class or that they have been taught out of the normal year group during the primary phase of their education and have not been reintegrated back into their normal chronological year group.

Where a parent wishes to request admission out of the normal age group for their child, they should still make an application for their child's normal age group at the usual time. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.

The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.

If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents will be advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.

If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e., Year 7 in September 2026, then the original application is withdrawn and the parents must submit a fresh application for Year 7 in 2026 when applications open in the autumn term of 2025. Please note that parents only have the right to re-apply for a place.

Where the Academy Trust agrees to consider an application for Year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at:

<https://www.gov.uk/government/publications/summer-born-children-school-admission>

## **Definitions**

### **Looked after Children/Previously Looked after Children**

Children in Care and children and previously in care are those who have been adopted or have become subject to a child arrangement or special guardianship order, and children who have been in state care outside of England. A child in care is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in their exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

### **Sibling**

- A brother or sister sharing both parents;
- Half-brother or half-sister sharing one common parent;
- Step-brother or step-sister living at the same address and related by a parent's marriage;
- Children living at the same address whose parents are living as partners at this address;
- Adopted or fostered children;
- We do not include cousins in our definition of siblings.

### **Home Address**

- The home address is considered to be the child's, along with their parents', main and genuine principal place of residence at the time of allocation of places, i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons other than legal guardianship) the friends' or relatives' address will not be considered for allocation purposes. Where care is split equally between mother and

father, parents must name which address is to be used for the purpose of allocating a school place. Documentary evidence may be required.

### **Pupil Premium**

- Children eligible for the Pupil Premium for the purposes of this admissions criterion are those who: are registered as eligible for free school meals; have been registered as eligible for free school meals at any point in the last six years; have parent(s) who are serving in the regular UK armed forces or who were serving in the past 3 years; or are in receipt of a pension under the Armed Forces Compensation Scheme and the War Pensions Scheme because their parent(s) died on active service with the UK armed forces.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the closest school site or train station;

- The University of Birmingham School site (B29 6QW)
- Hall Green Rail Station (B28 8AA)
- Small Heath Station (B10 0DP)
- Jewellery Quarter Station (B18 6LE)

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## **WASHWOOD HEATH ACADEMY**

Burney Lane, Stechford, Birmingham, B8 2AS Tel: 0121 675 7272

<http://washwood.academy>

Type:	Academy
Age range:	4–18
Published Admission Number:	285*
DFE No:	330 4084

\*Washwood Heath Academy has 255 places available to external applicants and 30 places available internally (those children currently on roll in Year 6 in 2024) for Year 7 in September 2025.

The 30 children on roll in Year 6 (at Washwood Heath Academy will automatically transfer to Year 7. **It is important that parent/carers of pupils already on roll in Year 6 at the school that wish to apply for other schools using the LA online application please DO NOT include Washwood Heath Academy as a preference.** As this is a wasted preference as your child will automatically move up from Year 6 to Year 7 in September 2025.

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## **How to make an In-Year application**

### [In-Year Admissions](#)

## **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## **Previous admission pattern at the time of offer of places for Year 7**

In 2024 this school received more applications than there were places available. In 2022 and 2023 all applicants were offered.

- 2022– 1045 preferences received ranking the school 1 – 6. All applicants offered
- 2023– 1110 preferences received ranking the school 1 – 6. All applicants offered
- 2024– 1110 preferences received ranking the school 1 – 6. Last child admitted lived 4871 metres from the school

## **Historic admissions offer information**

### [Secondary school \(year 7\) historic offer information](#)

## **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## **Oversubscription Criteria**

For entry to Year 7 in September 2025, the 30 children on roll in Year 6 at Washwood Heath Academy School will automatically transfer to Year 7 and therefore are not required to submit the school as a preference. However, parents and carers of these children will be free to submit applications for Year 7 places at other schools.

The remaining 255 places for entry into Year 7 at September 2025 will be offered in accordance with the following admissions criteria:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

Washwood Heath Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

To view the Local Authority's definitions, click on the below link;

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### Appeals

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### Sixth Form

[Washwood Heath Academy Sixth Form Prospectus](#)

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main entrance to the school.

### Important

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

## WAVERLEY SCHOOL

311 Yardley Green Road, Birmingham, B9 5QA Tel: 0121 566 6600

[www.waverley.bham.sch.uk](http://www.waverley.bham.sch.uk)

Type:	Academy
Age range:	4–19
Published Admission Number:	210*
DFE No:	330 4009

\*Waverley Academy has 120 places available to external applicants and 90 places available internally (those children currently on roll in Year 6 in 2024) for Year 7 in September 2025.

The 90 children on roll in Year 6 (at Waverley Academy will automatically transfer to Year 7. **It is important that parent/carers of pupils already on roll in Year 6 at the school that wish to apply for other schools using the LA online application, please DO NOT include Waverley Academy as a preference.** As this is a wasted preference as your child will automatically move up from Year 6 to Year 7 in September 2025.

### How to make an In-Year application

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1133 preferences received ranking the school 1 – 6. Last child admitted lived 947 metres from the school
- 2023 – 1027 preferences received ranking the school 1 – 6. Last child admitted lived 1041 metres from the school
- 2024 – 1017 preferences received ranking the school 1 – 6. Last child admitted lived 1198 metres from the school

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Statement

Waverley is an all through school for pupils aged 4-19, with a resource base for pupils with cognition and learning difficulties. Our school community benefits greatly from our landmark award-winning buildings that provide everyone with state-of-the-art facilities for learning, teaching and training.

Waverley School makes its inclusive vision a reality. We have high expectations of behaviour, attendance, uniform, achievement and attainment. We believe in every child being given the opportunity to achieve his or her potential and even go beyond. We have a strong, well-qualified and committed team of staff who aim to do this.

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

**For entry to Year 7 in September 2025, the 90 children on roll in Year 6 at Waverley School will automatically transfer to Year 7 and therefore are not required to submit the school as a preference.** However, parents and carers of these children will be free to submit applications for Year 7 places at other schools.

The remaining 120 places for entry into Year 7 at September 2025 will be offered in accordance with the following admissions criteria:

1. Looked after and previously looked after children (including previously looked after children from outside England).

2. Children with a brother or sister already at the school who will still be in attendance in September 2025.
3. Children of staff directly employed by the Waverley Education Foundation Trust.
4. Children who live nearest to the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and school.

Waverley Academy have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Children of Staff**

a. Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made;

and/or;

b. The member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to

[www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Sixth Form Arrangements**

Please visit the school's website: [Sixth Form](#)

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)



# WHEELERS LANE TECHNOLOGY COLLEGE

Wheelers Lane, Kings Heath, Birmingham, B13 0SF Tel: 0121 444 2864

[www.wheelerslane.bham.sch.uk](http://www.wheelerslane.bham.sch.uk)

Type:	Community (Boys)
Age range:	11–16
Published Admission Number:	130
DFE No:	330 4193

## How to make an In-Year application

[In-Year Admissions](#)

## How to apply for Year 7 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

## Previous admission pattern at the time of offer of places for Year 7

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 638 preferences received ranking the school 1 – 6. Last child admitted lived 2268 metres from the school
- 2023 – 638 preferences received ranking the school 1 – 6. Last child admitted lived 1879 metres from the school
- 2024 – 691 preferences received ranking the school 1 – 6. Last child admitted lived 1597 metres from the school

## Historic admissions offer information

[Secondary school \(year 7\) historic offer information](#)

## Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

## Oversubscription Criteria

Where there are more applications than there are places available, places will be allocated based on the following order of priority:

1. Looked after children or children who were previously looked after (including previously looked after children from outside of England).
2. Children with a brother already at the school who will still be in attendance in September 2025.

3. Children who live nearest the school.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and School.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the centre of the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit: [Birmingham Local Authority Admissions Arrangements](#)

## **YARDLEYS SCHOOL**

Reddings Lane, Tyseley, Birmingham, B11 3EY Tel: 0121 464 6821

[www.yardleys.bham.sch.uk](http://www.yardleys.bham.sch.uk)

Type:	Academy
Age range:	11–16
Published Admission Number:	190
DFE No:	330 4246

**How to make an In-Year application**  
[In-Year Admissions](#)

### **How to apply for Year 7 in September 2025**

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions).

### **Previous admission pattern at the time of offer of places for Year 7**

In 2022, 2023 and 2024 this school received more applications than there were places available.

- 2022 – 1124 preferences received ranking the school 1 – 6. Last child admitted lived 1371 metres from the school
- 2023 – 1188 preferences received ranking the school 1 – 6. Last child admitted lived 1317 metres from the school
- 2024 – 1141 preferences received ranking the school 1 – 6. Last child admitted lived 1394 metres from the school

### **Historic admissions offer information**

[Secondary school \(year 7\) historic offer information](#)

### **Children with an Education Health and Care Plan**

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### **Oversubscription Criteria**

If there are more applications than places available in any year group the following oversubscription criteria will be applied:

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025.
3. Children who live nearest the academy.

Yardleys Academy have adopted the Local Authority's definitions For 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'.

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main entrance to the school.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

# 14-19 ACADEMIES (UTCS) UNIVERSITY TECHNICAL COLLEGES

## WAVERLEY STUDIO COLLEGE

311 Yardley Green Road, Birmingham, B9 5QA Tel: 0121 566 6600

[www.waverleystudiocollege.waverley.bham.sch.uk](http://www.waverleystudiocollege.waverley.bham.sch.uk)

Type:	Studio College
Age range:	14–19
Published Admission Number:	75
DFE No:	330 4009

### How to make an In-Year application

[In-Year Admissions](#)

### How to apply for Year 10 in September 2025

An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

### Previous admission pattern at the time of offer of places for Year 10

All applicants offered for September 2022, 2023 and 2024.

### Statement

Waverley Studio College specialises in Health and Social Care, Childcare, Enterprise and Medical Science.

Waverley Studio College is a small school, 300 when full offering a 'Learning in a working Environment', which is endorsed by key employers in Birmingham. The College offers a project based curriculum. Students will be provided with the opportunity to study in specialist vocational areas through industry specific learning and work placements in: Health and Enterprise. Placements are designed to provide students with a real understanding of work skills and the diverse careers offered by our work sectors. This will help students to successfully plan and achieve their career goals.

The College operates a slightly longer day from 08.40 – 15.45 Monday and Tuesday. On Wednesdays to Friday, the college operates from 08.40 – 15.05.

### Children with an Education Health and Care Plan

Any child with an Education, Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.

### Admission Criteria – Year 10

If the school receives more applications than places available, the following oversubscription process and criteria will be applied in the following order:

1. Looked after and previously looked after children (including previously looked after children from outside England).
2. Children with a brother or sister already at the school who will still be in attendance in September 2025.
3. Children of staff directly employed by the Waverley Education Foundation Trust.
4. Children who live nearest to the college site.

Within each of these categories, priority is given to those who live nearest the school, calculated on the basis of a straight-line measurement between home and college site.

### **Definitions**

Waverley Studio College have adopted the Local Authority's definitions for 'Looked after or previously looked after children', 'Distance', 'Sibling', 'Shared Responsibility' and 'Separating "Final Qualifier" applications (blocks of flats etc)'

**To view the Local Authority's definitions, click on the below link;**

[DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS](#)

### **Children of Staff**

a. Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made;

and/or;

b. The member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage

### **Waiting Lists**

Where in any year Waverley Studio College receives more applications for places than there are places available, a waiting list will operate until 31st December of the same year. The waiting list will be maintained by the school and it will be open to any parent to ask for their child's name to be placed on the waiting list, following an unsuccessful application.

Position on the waiting list and allocation of places will be determined solely in accordance with the oversubscription criteria outlined above and not the length of time an individual has been on the list. Each time a place becomes available, the pupils on the waiting list will be prioritised in line with the oversubscription criteria and the name at the top of the list will be automatically contacted with an offer of a place.

### **Sixth Form**

The College has places for 75 students in Year 12 and in Year 13. There is an automatic right to transfer to the post 16 section of the College from Year 11.

After internal transfers, the admission criteria and waiting list will be applied to external applicants.

### **Appeals**

Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should go to [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) to submit their online appeal. Appeals will be heard by an independent panel.

### **Important**

School Admissions and Fair Access Service make every effort to ensure that the information contained in the 'Secondary Admissions Arrangements 2025' for each school is up to date and correct. However, for a copy of the school's full and most recent admissions policy and oversubscription criteria, please feel free to visit the [School's website](#)

### **14-19 ACADEMIES (UTCS) UNIVERSITY TECHNICAL COLLEGES IN OTHER LOCAL AUTHORITIES**

Please note Birmingham School Admissions and Fair Access Service co-ordinated the process for applications to 14-19 Academies (UTCS) with the surrounding Local Authorities.

If you wish to apply for a UTC in another Local Authority you will need to check with that Local Authority whether you need to complete any additional paperwork and also you must list the non-Birmingham UTC as a preference on your online application by 31 October 2023 to be considered for a place.

# DEFINITIONS FOR COMMUNITY SCHOOLS AND THOSE SCHOOLS THAT HAVE ADOPTED LOCAL AUTHORITY DEFINITIONS

## Looked After and previously looked after children (including previously looked after children from outside of England).

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order. 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 the definition in Section 22(1) of the Children Act 1989). In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangement order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

Children adopted from state care outside of England 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 will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). These children are referred to as internationally adopted previously looked after children – “IAPLAC”. Evidence will be required from the carer confirming that their child meets the above criteria in accordance with the DfE’s non-statutory guidance on the admission of IAPLAC.

**Important:** If your child is classed as a previously looked after child, was adopted or was or currently is looked after by any other Local Authority other than Birmingham or is classed as an internationally adopted previously looked after child IAPLAC, you **must** ensure that you send evidence confirming your child’s status to: [admissions@birmingham.gov.uk](mailto:admissions@birmingham.gov.uk) Please include the application reference number for your online application along with your child’s name and date of birth (so we can identify who the documentation belongs to).

The majority of schools give priority to children who are in care or were previously in care, so it is important that you provide evidence before the **31 October 2024**.

## Siblings

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- i. have one or both natural parents in common; or
- ii. are related by a parent’s marriage; or
- iii. are adopted or fostered by a common parent.



Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.

Children not adopted or fostered or related by a parents' 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.

**Separate boys' and girls' schools are not considered to be linked for the purposes of sibling claims.**

All siblings must still be attending the preferred school at the time that admission is sought. For example for the September 2025 intake the sibling must still be attending in September 2025 in Years 7, 8, 9, 10 or 11.

**Children in Year 11 at the time parent/carers apply in 2024 and any siblings that will be attending the Sixth Form in September 2025 are not classed as meeting the sibling criteria.**

### **Distance measurements to schools**

Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the school (usually the front gates). The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the co-ordinates that are used to plot an applicant's home address and the address of the school.

### **Tie-Breaker**

In a very small number of cases where a school is oversubscribed, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria.

For example, this may occur when children in the same year group live at the same address, or if the distance between the home and school is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.

### **Home Address**

A pupil's home address is considered to be a residential property that is the child's only or main residence and is either;

- Owned by the child's parent(s), or the person with parental responsibility for the child; or

- Leased to or rented by the child's parent(s), or the person with parental responsibility under lease or written rental agreement.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned. Parents who are unable to provide proof of permanent residence should contact a member of School Admissions and Fair Access Service to discuss providing other acceptable [proof of address](#).

Where parents have shared responsibility for a child, and the child lives with both parents for part of the week then the main residence will be determined as the address where the child lives the majority of the school week. Parents may be requested to supply documentary evidence to satisfy the authority that the child lives at the address put forward by the parents.

**The Local Authority may also carry out unannounced home visits to confirm the applicant's home address.**

**If a school is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place will be withdrawn.**

Further information is available on the website:

[Fraudulent addresses and addresses of convenience | Proof of home address for school admissions | Birmingham City Council](#)

# **GENERAL INFORMATION**

## **CATHOLIC APPENDIX**

### **DEFINITION OF A “BAPTISED CATHOLIC”**

A “Baptised Catholic” is one who:

- Has been baptised into full communion (Cf. *Catechism of the Catholic Church, 837*) with the Catholic Church by the Rites of Baptism of one of the various ritual Churches in communion with the See of Rome. Written evidence of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place (Cf. *Code of Canon Law, 877 & 878*).

Or

- Has been validly baptised in a separated ecclesial community and subsequently received into full communion with the Catholic Church by the *Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church*. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases, a sub-section of the Baptismal Registers of the church in which the *Rite of Reception* took place (Cf. *Rite of Christian Initiation, 399*).

### **WRITTEN EVIDENCE OF BAPTISM**

The Governing bodies of Catholic schools and Boards of Directors of Catholic Academies will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school places can be considered for categories of “Baptised Catholics”. A Certificate of Baptism or Reception is to include: the full name, date of birth, date of Baptism or Reception, and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of Baptism or Reception.

Those who would have difficulty obtaining written evidence of Catholic Baptism/Reception for a good reason, may still be considered as Baptised Catholics but only after they have been referred to their parish priest who, after consulting the Vicar General, will decide how the question of Baptism/Reception is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

Those who would be considered to have good reason for not obtaining written evidence would include those who cannot contact the place of Baptism/Reception due to persecution or fear, the destruction of the church and the original records, or where Baptism/Reception was administered validly but not in the Parish church where records are kept.

Governors and Boards of Directors may request extra supporting evidence when the written documents that are produced do not clarify the fact that a person was baptised or received into the Catholic Church, (i.e., where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not.)

A looked after child living with a family where at least one of the parents/carers is Catholic will be considered as Catholic.

For further details please visit: [Archdiocese of Birmingham Education Service](#)

### **School uniforms**

Governing Bodies are responsible for deciding whether pupils should wear a school uniform. Parents should contact individual schools for details of the uniform policy and any sports kits. Generally, school uniforms should be available in high street shops and other retail outlets rather than from one supplier. Schools should offer arrangements so that no family feels unable to apply for admission on account of high uniform costs and details should be available from individual schools.

### **Religion/Belief**

The law requires all schools without a religious character to provide religious education that fulfils the requirements of a locally agreed syllabus. For Birmingham schools this is the Birmingham Agreed Syllabus for Religious Education. Voluntary Aided Schools with a religious character normally follow a Diocesan syllabus or one agreed by the governing body.

Religious Education (RE) is intended for all pupils. However, parents have the right to withdraw their child from all part of RE. This will need careful thought and discussion and parents are encouraged to discuss with Head Teachers the Religious Education provision in the school.

All schools are also required to have collective worship for all pupils every day. This will follow a pattern agreed by the governors of the school. Collective worship is intended for all pupils. However, parents also have the right to withdraw their child from collective worship.

### **Contributions to school funds and school trips**

There is no charge or cost related to the admission of a child to a school. Many schools operate a school fund to which they ask parents to contribute small sums. Such donations are entirely voluntary. The money collected in this way is used to pay for activities or to buy equipment that is not provided from the school budget.

School trips are an important part of school life and can contribute to the ethos of the school. Schools may ask parents for a voluntary contribution towards the cost of a school trip but may not charge for a trip, which takes place in school hours or is part of the National Curriculum. Many schools offer help to those who are unable to afford the cost of school trips. Details are available from individual schools.

### **Military families**

Birmingham Local Authority understands that families of UK Service personnel often have to move at short notice within the UK and from abroad. If we receive an 'Application for a Change of School' form along with an official letter from the MOD, FCO or GCHQ stating a relocation date, then we will be able to arrange a school place in advance of the relocation. Please contact the Children's Advice and Support Service on 0121 303 1888 for further advice.

## **SCHOOL TERM DATES AND HOLIDAYS**

The following dates are for all community schools in Birmingham and are available online at [www.birmingham.gov.uk/termdates](http://www.birmingham.gov.uk/termdates)

For information about academy, foundation, grammar, voluntary aided and free schools please check their websites.

### **School term dates**

The dates on this page may not apply to academies, foundation, free or voluntary aided schools. These schools are encouraged to accept the dates set by Birmingham City Council but they are not required to. You should contact these schools directly to confirm their term dates.

The school year starts in September. There are 195 school days in each year (39 weeks). Pupils spend 190 days (38 weeks) in school each year; 5 of the 195 days are reserved for training teachers and support staff.

### **School Year 2025 to 2026**

#### **Autumn Term 2025**

**Term starts:** Monday 1 September 2025

**Half-term:** Monday 27 October 2025 to Friday 31 October 2025

**Term ends:** Friday 19 December 2025

#### **Spring Term 2026**

**Term starts:** Monday 5 January 2026

**Half-term:** Monday 16 February 2026 to Friday 20 February 2026

**Term ends:** Friday 27 March 2026

#### **Summer Term 2026**

**Term starts:** Monday 13 April 2026

**Half-term:** Monday 25 May 2026 to Friday 29 May 2026

**Term ends:** Monday 20 July 2026

Time out in term time can seriously damage your child's educational progress. Such leave will only be authorised by Head Teachers in exceptional circumstances. **Unauthorised absences will lead to a referral for action by the Local Authority.**

# USEFUL ADDRESSES AND TELEPHONE NUMBERS

## Adjacent local authorities

### Coventry

[www.coventry.gov.uk/school-admissions](http://www.coventry.gov.uk/school-admissions)

Coventry City Council

PO Box 15

Council House

Coventry

CV1 5RR

Tel: 024 7697 5445

Email: [secondaryadmissions@coventry.gov.uk](mailto:secondaryadmissions@coventry.gov.uk)

Closing date for applications to transfer from primary to secondary school: **31 October 2024**

### Dudley

[www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions)

The Council House

Priory Road

Dudley

West Midlands

DY1 1HF

Tel: 0300 555 2345

Email: [admissions.cs@dudley.gov.uk](mailto:admissions.cs@dudley.gov.uk)

Closing date for applications to transfer from primary to secondary school: **31 October 2024**

### Sandwell

[www.sandwell.gov.uk/schooladmissions](http://www.sandwell.gov.uk/schooladmissions)

Admissions and Appeals

PO Box 16230

Sandwell Council House

Freeth Street

Oldbury

B69 9EX

Tel: 0121 569 6765

Email: [annual\\_schooladmissions@sandwell.gov.uk](mailto:annual_schooladmissions@sandwell.gov.uk)

Closing date for applications to transfer from primary to secondary school: **31 October 2024**

### Solihull

[www.solihull.gov.uk/schooladmissions](http://www.solihull.gov.uk/schooladmissions)

Solihull Council  
School Admissions  
Council House  
Manor Square  
Solihull  
B91 3QB  
Tel: 0121 704 6693  
Email: [admissions@solihull.gov.uk](mailto:admissions@solihull.gov.uk)

Closing date for applications to transfer from primary to secondary school: **31 October 2024**

### **Staffordshire**

[www.staffordshire.gov.uk/schooladmissions](http://www.staffordshire.gov.uk/schooladmissions)

School Admissions and Transport Service  
2 Staffordshire Place  
Staffordshire County Council  
ST16 2DH  
Tel: 0300 111 8000 (select the option for 'School Admissions & Transport')  
Email: [admissions@staffordshire.gov.uk](mailto:admissions@staffordshire.gov.uk)

Closing date for applications to transfer from primary to secondary school: **31 October 2024**

### **Walsall**

[www.walsall.gov.uk/schooladmissions](http://www.walsall.gov.uk/schooladmissions)

Admissions and Appeals Team  
2nd Floor Civic Centre  
Darwall Street  
Walsall  
WS1 1TP  
Tel: 01922 652 585  
Email: [secondary.admissions@walsall.gov.uk](mailto:secondary.admissions@walsall.gov.uk)

Closing date for applications to transfer from primary to secondary school: **31 October 2024**

### **Warwickshire**

[www.warwickshire.gov.uk/admissions](http://www.warwickshire.gov.uk/admissions)

Warwickshire Admissions Service  
Saltisford Office Park  
Ansell Way  
Warwick  
CV34 4UL  
Tel: 01926 414143

Email: [admissions@warwickshire.gov.uk](mailto:admissions@warwickshire.gov.uk)

Closing date for applications to transfer from primary to secondary school: **31 October 2024**

### **Wolverhampton**

[www.wolverhampton.gov.uk/schooladmissions](http://www.wolverhampton.gov.uk/schooladmissions)

School Admissions Transfer Section  
Wolverhampton City Council  
Schools, Skills and Learning  
Civic Centre  
St. Peter's Square  
Wolverhampton  
WV1 1RR

Tel: 01902 551122

Email: [schooladmissions@wolverhampton.gov.uk](mailto:schooladmissions@wolverhampton.gov.uk)

Closing date for applications to transfer from primary to secondary school: **31 October 2024**

### **Worcestershire**

[www.worcestershire.gov.uk/schooladmissions](http://www.worcestershire.gov.uk/schooladmissions)

School Admissions  
Worcestershire Children First  
Spetchley Road  
Worcester  
WR5 2YA  
Tel: 01905 822 700

Closing date for applications to transfer from Primary to Secondary schools, and from Middle to High Schools: **31 October 2024**

## **Other useful contacts**

### **Archdiocese of Birmingham Catholic Diocesan Education Service**

[www.bdes.org.uk](http://www.bdes.org.uk)

Diocesan Education Service  
Don Bosco House  
Coventry Road  
Coleshill  
B46 3EA  
Tel: 01675 464755

### **Diocese of Birmingham (CE)**



[www.cofebirmingham.com](http://www.cofebirmingham.com)  
Diocesan Board of Education,  
1 Colmore Row  
Birmingham  
B3 2BJ  
Tel: 0121 426 0418

**Advisory Centre for Education**

[www.ace-ed.org.uk](http://www.ace-ed.org.uk)  
ACE Education Advice & ACE Education Training  
72 Durnford Road  
London  
N11 2EJ  
Tel: 0300 0115 142

**Department for Education**

Ministerial and Public Communications Division  
Department for Education  
Piccadilly Gate  
Store Street  
Manchester M1 2WD  
Tel: 0370 000 2288  
[www.education.gov.uk](http://www.education.gov.uk)

**Special Educational Needs Assessment Service**

SEN Assessment and Review  
PO Box 1628  
Lancaster Circus  
Birmingham  
B2 2XN  
Tel: 0121 303 1888  
[www.birmingham.gov.uk/senar](http://www.birmingham.gov.uk/senar)

**Travel Assist**

Travel Assist  
PO Box 16541  
Birmingham  
B2 2DD  
Tel: 0121 303 4955  
[www.birmingham.gov.uk/travelassist](http://www.birmingham.gov.uk/travelassist)

**GSCE Results/School performance and Ofsted reports**

Individual schools can provide details of recent performance results and Ofsted reports. Information is also available at [www.compare-school-performance.service.gov.uk/](http://www.compare-school-performance.service.gov.uk/) Website: [www.gov.uk/government/organisations/ofsted](http://www.gov.uk/government/organisations/ofsted)

# GENERAL DATA PROTECTION

For Birmingham City Council's latest GDPR policy please visit:

[www.birmingham.gov.uk/dataprotection](http://www.birmingham.gov.uk/dataprotection)

## Your guide to data protection

The Data Protection Act 2018 gives rights to you, our customers, about how your personal information is obtained and used by Birmingham City Council. The act also places obligations on Birmingham City Council.

This guide informs you of your rights under the Data Protection Act and details how we handle your information.

### What information do we hold and how do we obtain it?

Generally, we receive information about you from one or more of the following sources:

- The school your child attends;
- The forms and associated documentation you submit to us;
- Data matching (see below).

### For what purpose do we use your information?

We use your information for one of a number of purposes, which are outlined below:

- The information will be used to allocate your child a place at school.
- Section 12 of the Children Act 2004 requires all children's services authorities in England to establish information sharing databases as part of the 'Every Child Matters' agenda and move towards children's trusts arrangements.

### Caring for your data

We undertake that we will have in place a level of security appropriate to the nature of the data and the harm that might result from a breach of security. We further undertake that we will:

- Not hold information about you that is excessive in relation to the purpose for which it is processed.
- Keep any information about you accurate and where necessary up to date. To help us to do this, please keep us informed if any of your details change.
- Not keep data processed for any purpose or purposes longer than necessary.
- Process your information in accordance with your rights under the Data Protection Act.

### Your rights

You have certain rights under the Data Protection Act in relation to the information we hold about you. These rights are set out below:

Access to personal data: you may request by writing to the address below, details of the information that we hold about you and the purpose(s) for which it is held. We will provide the information in a permanent form, as at the time of the request, subject to any routine processing continuing between that time and the time of response. Your request will be met within 40 days of receiving the request, or, if later, of receipt of any supplementary information needed to establish your relationship with the authority or verify your identity.

You are entitled, by notice in writing to require us to cease (or not to begin) processing personal data on the grounds that it is causing, or is likely to cause substantial damage or distress to you or to another and that damage or distress is, or would be unwarranted.

This does not apply where you have consented to the processing, the processing is necessary for the compliance with a legal obligation, or the processing is necessary to protect your vital interests.

You are entitled, by notice in writing, to require us to stop using information about you for the purposes of direct marketing. Direct marketing means the communication (by whatever means) of any advertising or marketing material, which is directed to you.

You are entitled, by notice in writing, to require us to ensure that no decision taken by or on behalf of us and which significantly affects you is based solely on the automated processing of your information.

The following contact details are for matters that relate to data protection ONLY. For any other queries please call 0121 303 1888.

Departmental Data Protection contact:  
The Data Protection and Freedom of Information Team  
Directorate for People  
Governance and Policy  
PO Box 16568  
Birmingham  
B2 2FX

The Data Protection Commissioner  
If you wish to know more about your rights in respect of protection of personal data, you should write to:  
Data Protection Commissioner's Office  
Wycliffe House,  
Water Lane,  
Wilmslow,  
Cheshire,  
SK9 5AF  
Telephone: 0303 123 1113 or 01625 545 745

Website: <http://www.ico.org.uk>

### **Data matching**

Data matching involves comparing computer records held by one body against other computer records held by the same or another body to see how far they match. This is usually personal information.

Birmingham City Council undertakes data matching, where necessary, for a number of purposes, to comply with legal requirements placed on the council. These include the detection and prevention of crime and fraud.

For more information about how Birmingham City Council collects, holds and processes your personal information, please see our website at:

[www.birmingham.gov.uk/privacy](http://www.birmingham.gov.uk/privacy)

The School Admissions Service undertakes data matching, where necessary; to comply with legal requirements, including the detection of fraudulent address claims for the purposes of gaining admission to a particular school.

### **Disclaimer**

Every effort has been made to ensure that the information in this booklet is correct at the time of writing (August 2024), but it is possible that changes may occur before or after. For the most up to date information, please check the School Admissions Service website at:

[www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

We hope that this will have answered most of your questions about secondary school admissions in Birmingham.

**Requests for information about individual schools are best made to the Head Teachers concerned. The School Admissions and Fair Access Service is always working to improve its procedures and the information it provides. If you wish to make written comments then please visit us at:**

[www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)