Wey Valley Academy Admissions Policy 2027-2028

Document Control	
SCOPE:	Academy Policy
AUTHOR/ORIGINATOR:	Principal
NAME OF RESPONSIBLE DIRECTOR/PRINCIPAL:	Academy Principal & Director of Improvement
APPROVING COMMITTEE:	LAB
STATUTORY BASIS:	Statutory
REQUIREMENT TO PUBLISH ON WEBSITE:	Yes
Date:	2026-2027

Admission Of Young People To Wey Valley Academy, Weymouth – 2027/28

Wey Valley Academy is a fully comprehensive, mixed 11-16 Academy, committed to inclusion and equality of opportunity for all, admitting students across the ability range. The Academy aims to provide a learning environment in which all individuals know that they are cared for in every way, spiritually, morally and culturally. It serves the whole of the Weymouth & Portland. A map of this area is available from the school.

Published Admission Number

The school has an admission number of 210 for entry in Year 7 in September 2028.

Wey Valley Academy invite applications from any parents/carers who wish their children to receive their education within a positive environment. Wey Valley Academy operates an equal preference policy. This means that all applicants naming Wey Valley Academy will be considered.

The Academy Trust will consider all applications for places at the Wey Valley Academy. Where fewer than the published admission number(s) for the relevant year groups are received, the Academy Trust will offer places at Wey Valley Academy to all those who have applied.

Responsibility for Admissions

United Learning is the admission authority for the Academy. Responsibility for carrying out certain admissions functions is delegated through the Trust's governance arrangements to the Academy's Local Governing Body.

How to Apply

Application process for entry into Year 7

The application process for admission into Year 7 is coordinated by Dorset Council on behalf of the Academy.

Parents who wish their children to be admitted to the Academy should complete the Common Application Form available through the Local Authority. The timetable for, and information on how to apply for Year 7 is available from Dorset Council.

Parents should apply online at www.dorsetcouncil.gov.uk. If you are unable to apply online, you can contact the Admissions Team at the Council to explore alternatives.

All applications must be received no later than the national closing date on 31st October in order to receive an offer on national offer day. Applications received after the 31st of October will be processed in accordance with dates published on the Council's website.

Offer letters will be issued by the Council on the National Offer Date (1st March or the first working day after).

Dorset Council's School Admissions Team Contact Details

- Website: https://www.dorsetcouncil.gov.uk/apply-school-place
- Telephone: 01305 221060
- Email: admissions@dorsetcouncil.gov.uk

Dorset Council publish a helpful guide for parents which can be found here: Parents' guide - Dorset Council

Oversubscription criteria

Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below. After the admission of young people an Education, Health and Care Plans which names Wey Valley Academy , the criteria will be applied in the order in which they are set out below:

a) Children who are "Looked after" by a Local Authority or a child who was previously looked after but, immediately following being looked after, subject to an adoption or child arrangements order (see note A)

b) Children currently with a sibling at Wey Valley Academy at the point of admission into the Academy. (See note B)

c) Children of staff at Wey Valley Academy, where the 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 where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage (note C);

d) Children whose home address is within the Academy's designated catchment area (see notes D and E),

e) Children who are attending one of the following primary schools as at the national closing date for secondary applications: St Nicholas & St Laurence CE VA Primary School, Radipole Primary School, St John's CE VA Primary School, Bincombe Valley Primary School or St Andrew's CE Primary School, Preston (see note F);

f) All other young people not included in paragraphs (a) – (e) above, and;

g) If the school is oversubscribed in any of the categories (a) to (f) above, young people who live closest to the school will be given priority. The distance is measured by a Geographical Information System used by Dorset Council and the routes detailed in its published admissions policy for secondary schools (see Note G).

Multiple Births

If there are insufficient places to accommodate all the young people of a multiple birth (i.e. twins, triplets etc) if one young person can be admitted then the other siblings of the multiple birth will be admitted over the Academy's Published Admission Number.

Tie-break

In the event that two or more applicants are tied for the final place, and the distance from home to school is identical (as measured by the agreed method – note G), the place will be allocated using a random allocation process. This process will be independently supervised to ensure fairness and transparency.

Waiting list

Subject to any provisions regarding waiting lists in the Local Authority's co-ordinated admission scheme, the Academy will operate a waiting list. 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 to be placed on the waiting list, following an unsuccessful application.

The following requirements will apply:

- Each time a child is added to the waiting list, the list must be re-ranked in line with the published oversubscription criteria.
- Priority must not be based on the date of application.
- Looked After Children (LAC), Previously Looked After Children (PLAC), and children allocated a place under a Fair Access Protocol must take precedence over others on the waiting list.

Parents will be contacted if a place becomes available for their child, but should be aware that their child's place on a waiting list may change if an application is subsequently received that meets a higher criterion than their own

Late applications

Applications received after the national closing date will be dealt with in accordance with the Dorset Council's coordinated admissions scheme. Parents should refer to the local authority's website (see contact details above) for information about how late applications will be processed.

Admission of children outside of their normal age group

Parents may request that their child is admitted outside their normal age group, either due to being summer born or for any other reason specific to the child's circumstances, such as ill-health.

To apply for admission outside of the normal age group, 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 Local Governing Body of the Academy 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 Principal and any supporting evidence provided by the parent. When informing a parent of their decision on the year group the child should be admitted to, the Admissions Committee will set out clearly the reasons for their decision.

Summer born children

Parents applying for a place for summer born children who are already educated out of their normal age group, need to contact the school admissions@weyvalley-academy.co.uk at the beginning of Year 5 if they want this to continue, and before the normal admissions round closes on 31 October. The school will respond as soon as possible and before secondary national offer day, in line with DFE guidance: Guidance on handling admission requests for summer born children - GOV.UK

Where the Academy agrees to a parent's request for their child to be admitted out of their normal age group and, as a consequence of that decision, the child will be admitted to a relevant age group as part of the main admissions round (Year 7) the local authority and Academy will process the application as though it were any other application made as part of the main admissions round, and the same oversubscription criteria shall apply. Where the application falls outside the main admission round, then the in-year admission process shall apply (see below).

Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the Academy, but it is not in their preferred age group.

Parents can however make a complaint against the decision if they believe the process has not been handled appropriately. To do this, they can contact the Academy Trust directly by emailing governancelead@unitedlearning.org.uk

In Year Admissions: Arrangements for Admitting Pupils outside of the normal admissions round

Applications outside of the normal admissions round are known as in-year admissions.

Dorset Council co-ordinates admissions for in-year applications and for applications for year groups other than the normal point(s) of entry. This will not affect the Academy's right to determine which applicants have priority for admission.

Parents are to apply via the Dorset Council website

Where a place is available, the child will normally be admitted in accordance with the School Admissions Code. Any exception will only be applied where expressly permitted by the Code.

If more applications are received than there are places available, the oversubscription criteria outlined above shall apply. Parents/carers whose application is turned down are entitled to appeal (see below).

Applications for in-year admission may be made at any time. Upon receipt of an application, parents should normally be notified in writing of the outcome within 10 school days and must be notified within 15 school days.

Where an offer is made following an in-year application, and the offer is accepted, arrangements will be made for the child to start school as soon as possible.

Where a parent does not respond to an offer within the timescale specified in the offer letter, the Academy will contact the parent again and provide a further reasonable opportunity to respond, making clear that the offer may be withdrawn if no response is received.

Waiting lists – In Year Admissions

Where an in-year application is received but a place is not available in that year group, the child's details will be held on a waiting list until the end of the current term. Parents wishing to remain on the list for the start of the next term will need to contact the School Admissions Team at Dorset Council and ask that their child's name remain on the list.

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.

Parents will be contacted if a place becomes available for their child, but should be aware that their child's place on a waiting list may change if an application is subsequently received that meets a higher criterion than their own.

Withdrawing an offer of a school place

The Academy may withdraw the offer of a school place under the following criteria:

- **Offer made in error.** If the school mistakenly offers a place it cannot honour, it may withdraw the offer.
- **No response from parent.** If a parent fails to respond to an offer within a reasonable timeframe, the school may withdraw the offer. However, the parent must be given a further opportunity to respond before the offer is withdrawn.
- **Fraudulent or deliberately misleading application.** If it is established that a place was obtained through false information, the offer or place may be withdrawn. The school must consider the length of time the child has been on roll before deciding to withdraw the place. The Academy reserves the right to verify information provided as part of an application. Where an offer of a place has been obtained through a fraudulent or intentionally misleading application, the offer may be withdrawn in accordance with the School Admissions Code.

However, once a child has started at the school, a place must not be withdrawn except in cases of proven fraud.

Parental Disputes

Where more than one person has parental responsibility for a child, the Academy expects those persons to agree the school preferences and arrangements for the child wherever possible.

Only one application can be considered for each young person. Where parents are separated it is essential that agreement is reached by both parties concerning the preferred school. If agreement cannot be reached the Academy will only consider the application from the parent who is the prime carer for the young person. The prime carer is the parent in whose name Child Benefit payments for the individual young person are made. If Child Benefit payments are not received by either parent, then the address that the young person has been registered with a General Practitioner (GP) at will be considered as the address for the prime carer.

Where the Academy or local authority becomes aware of a dispute between persons with parental responsibility, for example where conflicting applications are received, it may seek further information from those concerned and will have regard to any relevant court order.

The Academy cannot resolve disputes between parents about the exercise of parental responsibility. Parents may need to obtain independent legal advice and, where necessary, seek resolution through the courts.

The school and admissions team cannot mediate or take sides in parental disputes. Parents are advised to seek legal advice or mediation to resolve disagreements.

Academy Admissions Appeals

Parents have a statutory right of appeal against the decision to refuse their child admission to the Academy. Appeals will be heard by an independent appeal panel constituted in accordance with the School Admission Appeals Code

Appeals on behalf of the Academy are administered by Dorset Council. Details of how to lodge an appeal, including the relevant timetable and appeal form, are available from Dorset Council on the contact details above or here: Appeals.

Where an appeal is unsuccessful, a further appeal for admission for the same school in the same academic year will not normally be considered unless there has been a significant and material change in the circumstances of the parent, child or school relevant to the application.

Fair Access Protocol (FAP)

All the admission authorities in Dorset have established an In-year Fair Access Protocol. The purpose of the Protocol is to ensure an equitable distribution of in-year admission placements. Cases are considered by a Panel comprising Principals and/or their representatives. Decisions of the Panel may mean that the Academy might have to admit young people which could result in the Published Admission Number being exceeded.

Wey Valley Academy
The best in everyone™
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NOTES

A. After and Previously Looked After Children

A looked after child is a child who, at the time of making an application to the school, is:

- in the care of a local authority; or
- being provided with accommodation by a local authority in the exercise of its social services functions.

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 arrangements order or special guardianship order, immediately following having been looked after.

This priority also includes children who appear to the admission authority to have been in state care outside England and who ceased to be in state care as a result of being adopted. A child is regarded as having been in state care outside England if they were in the care of, or accommodated by, a public authority, a religious organisation, or another provider of care whose sole or main purpose is to benefit society.

The Academy Trust

B. Sibling:

For the purposes of these admission arrangements, "sibling" means:

- A full brother or sister who lives with one or both parents or carers in the same property during the school week.
- A half-brother or half-sister who lives with one or both parents or carers in the same property during the school week.
- An adoptive brother or sister who lives with one or both parents or carers in the same property during the school week.
- A foster brother or sister who lives with one or both parents or carers in the same property during the school week.
- Non-blood related children who, together, all live with one or both parents or carers in the same property during the school week.

C. Children of staff:

Priority will be given for children of staff in either or both of the following circumstances:

- where the 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; and/or
- where the member of staff was recruited to fill a vacant post at the Academy for which there is a demonstrable skill shortage.

D. Catchment Area:

Information regarding the Academy's catchment area is available from Dorset Council's website. There is a post code check tool which will enable you to enter your postcode and determine whether you are in catchment: Schools in your catchment area - Dorset Council.

Further information about catchment areas is also included in the Parents Guide to Admissions provided by the Council.

E. Home Address:

The Academy will consider that a young person lives at the address at which he/she lives during the school week. Where a young person lives at more than one address during the school week the Academy will consider the home address as being where the prime carer resides. The "prime carer" is the person in whose name Child Benefit payments for the individual young person are made. If Child Benefit payments are not received by either parent, then the address that the young person has been registered with a General Practitioner (GP) at will be considered as the home address of the prime carer. The final decision on the home address of a child will be made by the Academy. If any information supplied by an applicant is judged by the Academy to be fraudulent or intentionally misleading the Academy may refuse to offer a place or if already offered may withdraw the offer.

F. Feeder Schools:

The following schools are designated feeder schools for the purposes of these admission arrangements:

- St Nicholas & St Laurence CE VA Primary School, Broadwey Weymouth Dorset DT3 5DQ
- Radipole Primary School, Radipole Ln, Weymouth DT3 5HS
- St John's CE VA Primary School, Coombe Avenue, Weymouth, Dorset, DT4 7TP
- Bincombe Valley Primary School, Culliford Way, Littlemoor, Weymouth, Dorset, DT3 6AF
- St Andrew's CE Primary School, Preston, Littlemoor Rd, Weymouth DT3 6AA

G. Distance measurements

Places will be allocated on the basis of the shortest straight-line measurement (as the crow flies) using a geographical information-based system which identifies an Easting and Northing for the home address and the school and calculates the distance between the two locations.