Secondary Schools  
Admissions Criteria  
2018

_Closing date for applications: 31 October 2017_

Information about schools includes the home to school distance (cut-off distance) of the last child admitted at the time of offer for entry in September 2015, 2016 and 2017 where applicable. It is not possible to predict precise distances for 2018.

There is no guarantee that the same pattern will occur in 2018, but parents and carers should consider the information carefully when expressing preferences for transfer to secondary school.

- Separate boys’ and girls’ schools are not considered to be linked for the purposes of sibling claims.
- 1 mile = 1,609 metres
- All schools are day schools. There are no boarding schools.

_In addition to this document please read our guide to finding a school and other important considerations before completing your online preference form._

Finding a school
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Al-Hijrah School
Burbridge Road, Bordesley Green, Birmingham, B9 4US
Tel: 0121 773 7979
www.al-hijrah.bham.sch.uk
Type: Voluntary Aided Islamic (Boys and Girls)
Age range: 4–16
Published Admission Number: 60
DfE No: 330 4334
Number on roll: 766

How to make an In-Year application

How to apply for Year 7 in September 2018
Not applicable. Al-Hijrah School is an all-through voluntary aided school admitting children from age 4 - 16. The school admits 60 children each year to its Reception Class.

Statement
Al-Hijrah School is a voluntary aided Islamic school for boys and girls in the 4-16 age range. The Governing Body is the admissions authority for the school; priority will be given to children practising the Islamic faith. The school provides education for boys and girls in parallel gender streams from year 5.

Admission Criteria for Year 7 in September 2018
Not applicable. Children on roll in Year 6 will automatically transfer to Year 7.

Admission Criteria for ‘In Year’ applications
Waiting lists are ranked using the oversubscription criteria as set out below;

a) Looked After children or previously looked after children practising the Islamic faith.
b) Children practising the Islamic faith with a brother or sister at the school who will still be in attendance at the time the sibling enters the school.
c) Children of staff employed at the School for three or more years, at the time at which the application for admission to the School is made, or children of staff who meet a skills shortage.
d) Other children practising the Islamic faith.
e) Other looked after children or previously looked after children.
f) Other children with a brother or sister at the school who will still be in attendance at the time the sibling enters the school.
g) Other children.

In the event of oversubscription in any of the above the categories, offers will be made by random allocation.

1. Using a Random Number Generator each applicant will be electronically allocated a number within each category.
2. Applicants will be randomly selected using an electronic system in order to decide which applicant should take priority in each category.

3. Any subsequent places offered from the waiting list will be offered using a fresh round of the random allocation process. This will include applications that have been accepted after the closing date.

The process will be supervised by a person that is independent of Al-Hijrah School. That person will check that each of the above stages is properly carried out. Any places that become available will be allocated according to the waiting list.

**Islamic Faith**
Evidence will be required in the form of an Al-Hijrah supplementary form which can be obtained from the school and should be returned to the school by the date stated on the form.

Al-Hijrah School has adopted the Local Authority’s definitions for ‘Children with an education, health and care plan’, ‘Looked after or previously looked after children’, ‘Sibling’.

**Appeals**
If a child is refused admission, parents have a right to appeal to an independent appeals panel. An appeal form can be obtained from the school office.

**ARCHBISHOP ILSLEY CATHOLIC SCHOOL**
39 Victoria Road, Acocks Green, Birmingham, B27 7XY
Tel: 0121 706 4200
www.ilsley.bham.sch.uk
Type: Voluntary Aided Catholic
Age range: 11–18
Published Admission Number: 210
DFE No: 330 4804
Number on roll: 1177
Number on roll in the Sixth Form: 147

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

**How to apply for Year 7 in September 2018**
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 information form for the school which is available from the school office or the local authority. Both must be completed for a place.

**Previous admission pattern at the time of offer of places for Year 7**
In 2015, 2016 and 2017 this school received more applications than there were places available.
2015 – 570 preferences received ranking the school 1 – 6
2016 – 590 preferences received ranking the school 1 – 6
2017 – 728 preferences received ranking the school 1 – 6

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. As 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. All parents are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of a parent who is not of the faith to apply for a place for their child at the school.

Admission Criteria

The governing body is the admissions authority and has responsibility for admissions to this school. The governing body has set its admission number at 210 pupils to be admitted to Year 7 in the school year which begins in September 2018.

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 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.

A map of the parish boundary is available at the school and parish or by post on request.

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 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 Catholic feeder school who are not currently attending the 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 who currently attend a Catholic feeder school (see note 5 below).

7. Other non-Catholic children.

**Note 1**
Children with an Education, Health and Care (EHC) Plan that names the school MUST be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

**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 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 your child’s chance of being offered a place at this school.

**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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

**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 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 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. 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. 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 is considered to be a residential property that is the child’s only or main permanent residence and is either:
- Owned by the child’s parent(s);
- Leased to or rented by the child’s parent(s) under lease or written rental agreement of not less than twelve months duration.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

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 for the majority of the 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 2019, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2019 when applications open in the autumn term of 2018. 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.

**Change in preference**
Once parents have submitted their preference, they will not be allowed to change them without an exceptional change in their circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is submitted for an oversubscribed school, without an exceptional change in circumstances, then the application will be refused.

**Waiting list**
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 31\textsuperscript{st} December 2018 and will then be discarded. Parents may apply to Archbishop Ilsley Catholic School for their child’s name to remain on the waiting list until the end of the academic year 2018/2019 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 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 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 governing body is empowered to give absolute priority to a child where admission is requested under the agreed fair access 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.

**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. Applications should be made to the school by contacting Archbishop Ilsley Catholic School and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.

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 Governing Body’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 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 process available from UCAS PROGRESS at [www.ucas.com](http://www.ucas.com) or you can use the link on the school’s website. Completed application forms are sent through UCAS PROGRESS and must be completed by 20th December.

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 and the subjects they propose to study. Please refer to our entry requirements on the school website.

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 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 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).

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. Children who are looked after or previously looked after (see note 3 above).
2. Students attending other schools.

ARENA ACADEMY
Beaches Road, Great Barr, Birmingham B42 2PY
Tel: 0121 360 4242
www.pb-theacademy.co.uk
Type: Academy
Age range: 11–16
Published Admission Number: 180
DFE No: 330 4109
Number on roll: 900

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.
2015 – 1135 preferences received ranking the school 1 – 6. Last child admitted lived 1.259 Km from the school
2016 – 1167 preferences received ranking the school 1 – 6. Last child admitted lived 1.176 Km from the school
2017 – 1191 preferences received ranking the school 1 – 6. Last child admitted lived 1.216 Km from the school

**Admission 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 (in Public Care) or previously looked after children.
2. Children with a 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.

Admission authorities may give priority in their oversubscription criteria to children of staff in either or both of the following circumstances:

- 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.
- The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

4. Children who live nearest the school.

Arena Academy 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)’.

**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 kept until 31st December 2018.

**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 find the appeal form. Appeals will be heard by an independent panel.

**Sixth Form Arrangements**

Contact the Academy for further details.

**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.
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015 and 2017 this school received more applications than there were places available.

2015 – 693 preferences received ranking the school 1 – 6. Last child admitted lived 2.054 Km from the school
2016 – 514 preferences received ranking the school 1 – 6. All applicants were offered
2017 – 626 preferences received ranking the school 1 – 6. Last child admitted lived 1.711 Km from the school

Oversubscription criteria
Where the academy is named on a pupil’s Statement of Special Educational Needs or Education and Health Care Plan, that child will be admitted by the academy.
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:

a) Looked After Children and children who have been previously looked after (pursuant to the Admissions Code)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.” (footnote 16 of the School Admissions Code 2014). A previously looked after child “includes children who were adopted under the Adoption Act 1976 and children who were adopted under the Adoption and Children’s Act 2002.”

b) Children of staff at the school where there is a demonstrable skill shortage – Ark Schools is required to approve the Principal’s designation of such posts and confirm the assessment that a member of staff appointed meets the
requirements of the shortage. Priority will be limited to one place for each form of entry in any year (i.e. 3 places in Year 7).

c) Children who at the time of the admission have a sibling who attends the academy. For this purpose “sibling” means a whole, half or step-brother or -sister or an adopted child resident at the same address.

d) Children of staff in the school – Where there is no demonstrable skill shortage, priority may be given where the academy is oversubscribed to a child of a person who will have been employed in the academy for two or more years at the time the application for admission is made. Priority will be limited to one place for each form of entry in any year (i.e. 3 places in Year 7).

e) Distance measurement – A child’s home will be the address at which the child normally resides and which has been notified to the academy and other relevant agencies as being the child’s normal place of residence. Birmingham City Council measures distance on behalf of Ark Schools; the method they adopt for measurement and also selection between equal applicants and those living in flats will apply.

Tie breaker: If Ark Schools is unable to distinguish between applicants using the published criteria, including those who live in blocks of flats with the same building entrance, places will be offered via a random draw which will be supervised by someone independent of the academy.

Note: In the case of multiple births or brothers and sisters in the same year group, where there is only one place available in the academy, both will be considered together as one application.

**Operation of waiting lists**

Subject to any provisions regarding waiting lists in the LA’s co-ordinated 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 summer term. Thereafter, parents/carers will be written to asking if they wish for their child to remain on the waiting list. This will be maintained by the academy and it will be open to any parent/carer to ask for his or her child’s name 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 oversubscription criteria set out above. When places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

**Arrangements for appeal panels**

Parents/carers will have the right of appeal to an Independent Appeal Panel (“Appeal Panel”) if they are dissatisfied with an admission decision of the academy.
The Appeal Panel will be independent of the academy. The arrangements for appeals will be in line with the Appeals Code. The determination of the Appeal Panel will be made in accordance with the Code and will be binding on all parties. The academy will provide written guidance for parents/carers about how the appeals process works and will provide parents/carers with a named contact who can answer any queries parents/carers may have about the process.

**Applications for admission to the academy outside the normal admissions round – in-year applications**

In-year applications should be submitted direct to the academy, unless other arrangements have been made and published on the academy website.

Subject to any provisions in the LA’s published and agreed protocol on arrangements relating to applications submitted for years other than the normal year of entry, the academy will consider all such applications and if the year group applied for has a place available, admit the child.

If more applications are received than there are places available, the oversubscription criteria shall apply.

**Appeals against refusal of an in-year application**

Parents/carers will have a right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the academy.

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

Applications for children to be admitted to a school year outside of their chronological age group should be submitted to the home LA during normal round admissions, or to the LA as described above regarding the in-year admissions process. Each application will be considered and decided by the academy on the individual circumstances of each case. Applicants should provide documentation in support of their application regardless of whether they are asking for the student to be admitted in a lower or higher year group. Applicants will be notified of the decision in writing. If the request is refused, applicants may complain to Ark Schools to seek a review of the decision.

*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.

**ARK KINGS ACADEMY**

Shannon Road, Kings Norton, Birmingham, B38 9DE
Tel: 0121 459 4451
www.arkkingsacademy.org
Type: Academy
Age range: 4–16 (All through School)
Published Admission Number: 120
DFE No: 330 4001
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 all applicants were offered a place.

Statement

ARK Kings is a state-funded academy and is part of the ARK Schools network along with ARK St Alban’s Academy and ARK Rose and ARK Tindal primary academies.

Admission criteria
The academy has an agreed PAN of 120 pupils in Year 7.

From September 2017, ARK Rose Primary Academy will be merged with ARK Kings Academy. For entry to Year 7 in September 2018, children on roll in Year 6 will automatically transfer to Year 7 and therefore are not required to submit the school as a preference. However, parents and carers will be free to submit applications for Year 7 places at other schools. Remaining places for entry into Year 7 at September 2018 will be offered in accordance with the following admissions criteria:

Post-16 provision (if opened)
The PAN Year 12 is 95 for internal applicants and for external applicants 5.

Those students already attending the academy and achieving the minimum academic entrance requirements will transfer to the sixth form.

The minimum academic entrance requirements for admission to the post-16 provision will be published in the academy sixth-form prospectus which will be available on request and also published on the academy website. These requirements will relate to both internal and external applicants.

Young people may apply on their own.

Students will be informed in writing whether or not they have been allocated a place.

Where fewer applications are received than places available, the academy will offer places to all those who have applied.
Procedures where the academy is oversubscribed

Secondary and sixth form – oversubscription criteria

Where the academy is named on a pupil’s Statement of Special Educational Needs or Education and Health Care Plan, that child will be admitted by the academy. If the number of applications for admission to the secondary or sixth form is greater than the PAN, applications will be considered against the criteria and order set out below:

a) Looked After Children and children who have been previously looked after (pursuant to the Admissions Code)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.” (footnote 16 of the School Admissions Code 2014). A previously looked after child “includes children who were adopted under the Adoption Act 1976 and children who were adopted under the Adoption and Children’s Act 2002.”

b) Children of staff at the school where there is a demonstrable skill shortage – Children of members of staff will have priority in the oversubscription criteria if the staff member is filling a post for which there is a demonstrable skill shortage. Ark Schools is required to approve the Principal’s designation of such posts and confirm the assessment that a member of staff appointed meets the requirements of the shortage. Priority will be limited to one place for each form of entry in any year (i.e. 4 places in Year 7).

c) Children who at the time of the admission have a sibling who attends the academy. For this purpose “sibling” means a whole, half or step-brother or -sister or an adopted child resident at the same address.

d) Children of staff in the school – Where there is no demonstrable skill shortage, priority may be given where the academy is oversubscribed to a child of a person who will have been employed in the academy for two or more years at the time the application for admission is made. Priority will be limited to one place for each form of entry in any year (i.e. 4 places in Year 7).

e) Distance measurement – A child’s home will be the address at which the child normally resides and which has been notified to the academy and other relevant agencies as being the child’s normal place of residence.

Birmingham City Council measures distance on behalf of Ark Schools, the method they adopt for measurement and also selection between equal applicants and those living in flats will apply.

Tie breaker: If Ark Schools is unable to distinguish between applicants using the published criteria, including those who live in blocks of flats with the same building entrance, places will be offered via a random draw which will be supervised by someone independent of the academy.
Note: In the case of multiple births or brothers and sisters in the same year group, where there is only one place available in the academy, both will be considered together as one application.

**Post-16 oversubscription criteria**
Where the sixth form is oversubscribed, priority will be given to those qualifying applicants following the oversubscription criteria as described above.

**Operation of waiting lists**
Subject to any provisions regarding waiting lists in the LA’s co-ordinated 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 summer term. Thereafter, parents/carers will be written to asking if they wish for their child to remain on the waiting list. This will be maintained by the academy and it will be open to any parent/carer to ask for his or her child’s name 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 oversubscription criteria set out above. When places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

**Arrangements for appeal panels**
Parents/carers will have the right of appeal to an Independent Appeal Panel (“Appeal Panel”) if they are dissatisfied with an admission decision of the academy.

The Appeal Panel will be independent of the academy. The arrangements for appeals will be in line with the Appeals Code. The determination of the Appeal Panel will be made in accordance with the Code and will be binding on all parties. The academy will provide written guidance for parents/carers about how the appeals process works and will provide parents/carers with a named contact who can answer any queries parents/carers may have about the process.

**Applications for admission to the academy outside the normal admissions round – in-year applications**
In-year applications should be submitted to the academy, unless other arrangements have been made and published on the academy website.

Subject to any provisions in the LA’s published and agreed protocol on arrangements relating to applications submitted for years other than the normal year of entry, the academy will consider all such applications and if the year group applied for has a place available, admit the child.

If more applications are received than there are places available, the oversubscription criteria shall apply.
Appeals against refusal of an in-year application
Parents/carers will have a right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the academy.

Admission of children outside of their normal age group
Applications for children to be admitted to a school year outside of their chronological age group should be submitted to the home LA during normal round admissions, or to the LA as described above regarding the in-year admissions process. Each application will be considered and decided by the academy on the individual circumstances of each case. Applicants should provide documentation in support of their application regardless of whether they are asking for the student to be admitted in a lower or higher year group. Applicants will be notified of the decision in writing. If the request is refused, applicants may complain to Ark Schools to seek a review of the decision.

ARK ST ALBANS ACADEMY
Conybere Street, Highgate, Birmingham, B12 0YH
Tel: 0121 446 1300
www.arkstalbans.org
Type: Academy
Age range: 11–18
Published Admission Number: 120
DFE No: 330 6908
Number on roll: 626
Number on roll in the Sixth Form: 90

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.
2015 – 364 preferences received ranking the school 1 – 6. Last child admitted lived 0.878 Km from the school
2016 – 382 preferences received ranking the school 1 – 6. Last child admitted lived 1.002 Km from the school
2017 – 482 preferences received ranking the school 1 – 6. Last child admitted lived 356 Km from the school and attended a feeder school

Admission Criteria

Secondary and sixth form – oversubscription criteria
Where the academy is named on a pupil’s Statement of Special Educational Needs or Education and Health Care Plan, that child will be admitted by the academy. If the
number of applications for admission to the secondary or sixth form is greater than the PAN, applications will be considered against the criteria and order set out below:

a) Looked After Children and children who have been previously looked after (pursuant to the Admissions Code)1.

b) Children of staff at the school where there is a demonstrable skill shortage – Children of members of staff will have priority in the oversubscription criteria if the staff member is filling a post for which there is a demonstrable skill shortage. Ark Schools is required to approve the Principal’s designation of such posts and confirm the assessment that a member of staff appointed meets the requirements of the shortage. Priority will be limited to one place for each form of entry in any year.

c) Children who at the time of the admission have a sibling who attends the academy. For this purpose “sibling” means a whole, half or step-brother or -sister or an adopted child resident at the same address.

d) 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)

(If there are more children applying from the named feeder primary schools than there are places, 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.)

e) Children of staff in the school – Where there is no demonstrable skill shortage, priority may be given where the academy is oversubscribed to a child of a person who will have been employed in the academy for two or more years at the time the application for admission is made. Priority will be limited to one place for each form of entry in any year.

f) For the sixth form only, applicants who meet the entry requirements and who attend Ark Boulton Academy, Golden Hilllock Road, Birmingham, B11 2QG (URN: 140014) or Ark Kings Academy, Shannon Road, Birmingham, B38 9DE (URN: 137578).

g) Distance measurement – A child’s home will be the address at which the child normally resides and which has been notified to the academy and other relevant agencies as being the child’s normal place of residence. Birmingham City Council measures distance on behalf of Ark Schools, the method they
adopt for measurement and also selection between equal applicants and those living in flats will apply.

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.” (footnote 16 of the School Admissions Code 2014). A previously looked after child “includes children who were adopted under the Adoption Act 1976 and children who were adopted under the Adoption and Children's Act 2002.”

Tie breaker: If Ark Schools is unable to distinguish between applicants using the published criteria, including those who live in blocks of flats with the same building entrance, places will be offered via a random draw which will be supervised by someone independent of the academy.

Note: In the case of multiple births or brothers and sisters in the same year group, where there is only one place available in the academy, both will be considered together as one application.

Post-16 oversubscription criteria
7. Where the sixth form is oversubscribed, priority will be given to those qualifying applicants following the oversubscription criteria as described above.

Operation of waiting lists
8. Subject to any provisions regarding waiting lists in the LA’s co-ordinated 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 summer term. Thereafter, parents/carers will be written to asking if they wish for their child to remain on the waiting list. This will be maintained by the academy and it will be open to any parent/carer to ask for his or her child’s name to be placed on the waiting list following an unsuccessful application.

9. A child’s position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above. When places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Arrangements for appeal panels
10. Parents/carers will have the right of appeal to an Independent Appeal Panel (“Appeal Panel”) if they are dissatisfied with an admission decision of the academy.

11. The Appeal Panel will be independent of the academy. The arrangements for appeals will be in line with the Appeals Code. The determination of the Appeal Panel will be made in accordance with the Code and will be binding on all parties. The academy will provide written guidance for parents/carers about how the appeals process works and will provide parents/carers with a named contact who can answer any queries parents/carers may have about the process.
Applications for admission to the academy outside the normal admissions round – in-year applications

12. In-year applications should be submitted to the academy, unless other arrangements have been made and published on the academy website.

13. Subject to any provisions in the LA’s published and agreed protocol on arrangements relating to applications submitted for years other than the normal year of entry, the academy will consider all such applications and if the year group applied for has a place available, admit the child.

14. If more applications are received than there are places available, the oversubscription criteria shall apply.

Appeals against refusal of an in-year application

15. Parents/carers will have a right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the academy.

Admission of children outside of their normal age group

16. Applications for children to be admitted to a school year outside of their chronological age group should be submitted to the home LA during normal round admissions, or to the academy as described regarding the in-year admissions process. Each application will be considered and decided by the academy on the individual circumstances of each case. Applicants should provide documentation in support of their application regardless of whether they are asking for the student to be admitted in a lower or higher year group. Applicants will be notified in writing of the decision. Unsuccessful applicants will be given the right to appeal

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

THE ARTHUR TERRY SCHOOL
Kittoe Road, Four Oaks, Sutton Coldfield, West Midlands, B74 4RZ
Tel: 0121 323 2221
www.arthurterry.bham.sch.uk
Type: Academy
Age range: 11–18
Published Admission Number: 288
DFE No: 330 4307
Number on roll: 1698
Number on roll in the Sixth Form: 444

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.
Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 1085 preferences received ranking the school 1 – 6. Last child admitted lived 1.511 Km from the school
2016 – 1158 preferences received ranking the school 1 – 6. Last child admitted lived 1.832 Km from the school
2017 – 1312 preferences received ranking the school 1 – 6. Last child admitted lived 1.884 Km from the school

Admission 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 2018. Siblings of sixth formers do NOT qualify for a sibling claim.
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 academy.

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 Academy. Parents who wish to appeal against the decision to refuse their child admission should go to www.birmingham.gov.uk/schooladmissions to find the 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.

Sixth Form Capacity (both internal and external applicants)
520
**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 100 students and is subject to availability on individual courses.

**Minimum Academic Entrance Requirements**

Students will need to achieve a minimum **total point score of 35 from their 7 best GCSE passes.** The passes must include English Language and Maths at level 5.

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<td>9A**</td>
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Subject specific criteria will also apply as published by the school in the Arthur Terry Sixth Form prospectus.

**Oversubscription Criteria for External Applicants**

a) Looked after or previously looked after children.
b) Students who live nearest the Arthur Terry School

**Waiting Lists**

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.

**Siblings of sixth formers do NOT qualify for a sibling claim**
ASTON MANOR ACADEMY
Phillips Street, Aston, Birmingham, B6 4PZ
Tel: 0121 359 8108
www.astonmanoracademy.com
Type: Academy
Age range: 11–19
Published Admission Number: 150
DFE No: 330 4220
Number on roll: 921
Number on roll in the Sixth Form: 167

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.
2015 – 677 preferences received ranking the school 1 – 6. Last child admitted lived 1.199 Km from the school
2016 – 665 preferences received ranking the school 1 – 6. Last child admitted lived 2.103 Km from the school
2017 – 911 preferences received ranking the school 1 – 6. Last child admitted lived 1.167 Km from the school

Admission 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 academy who will still be in attendance in September 2018.
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 school gate on Phillips Street.

Aston Manor Academy has adopted the Local Authority’s definitions for ‘Children with an education, health and care plan’, ‘Looked after or previously looked after children’, ‘Sibling’, ‘Distance’, ‘Shared Responsibility’ and ‘Separating “Final Qualifier” applications (blocks of flats etc)’.

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 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 find the appeal form. Appeals will be heard by an independent panel.

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

150 (subject to change)

**Admission Number for External Applicants:** 20 (subject to change)

**Minimum Academic Entrance Requirements:**

- Level 3 students 5 A*-C grades including English and Maths with a ‘B’ in any subject to be studied at Level 3
- Level 2 students 5A*-G grades

**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.

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

**BALAAM WOOD SCHOOL**

New Street, Frankley, Birmingham, B45 0EU
Tel: 0121 464 9901
www.bwschool.org.uk
Type: Community
Age range: 11–16
Published Admission Number: 97
DFE No: 330 4333
Number on roll: 270

*How to make an In-Year application*

**How to apply for Year 7 in September 2018**

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 2015, 2016 and 2017 places were offered to all applicants.
Admission Criteria
Read more about oversubscription criteria for community schools.

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.

BARTLEY GREEN SCHOOL
Adams Hill, Bartley Green, Birmingham, B32 3QJ
Tel: 0121 476 9246
www.bartleygreen.org.uk
Type: Academy
Age range: 11–16
Published admission number: 185
DFE No: 330 4108
Number on roll: 902

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.
2015 – 565 preferences received ranking the school 1 – 6. Last child admitted lived 1.619 Km from the school
2016 – 482 preferences received ranking the school 1 – 6. Last child admitted lived 2.620 Km from the school
2017 – 670 preferences received ranking the school 1 – 6. Last child admitted lived 1.749 Km from the school

Statement
Bartley Green School is an 11 – 16 mixed comprehensive school. Bartley Green School converted to Academy Status in April 2011. 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 2017 for Year 7 will be 185. In recent years we have received more applications than we have places for. In these circumstances the following oversubscription criteria will be applied.

Admission 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 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.

Bartley Green 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)’.

**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.

**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 find the appeal form. 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. Pupils remain on the waiting list until a parent/carer states that the place is no longer required. Waiting lists applications will be ranked according to the oversubscription criteria as described above. If places become available they are offered to pupils in rank order.

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.

**BISHOP CHALLONE CATHOLIC COLLEGE**

Institute Road, Kings Heath, Birmingham, B14 7EG
Tel: 0121 444 4161
www.bishopchalloner.org.uk
Type: Voluntary Aided Catholic
Age range: 11–18
Published Admission Number: 180
How to make an In-Year application

How to apply for Year 7 in September 2018

An application must be made online at www.birmingham.gov.uk/schooladmissions. You will also be required to complete an additional information form for the school which is available from the school office or the local authority. Both must be completed for a place.

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

In 2015, 2016 and 2017 the school received more applications than there were places available.
- 2015 – 833 preferences received ranking the school 1 – 6
- 2016 – 892 preferences received ranking the school 1 – 6
- 2017 – 996 preferences received ranking the school 1 – 6

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. As 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. All parents are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of a parent who is not of the faith to apply for a place for their child at the school.

The governing body is the admissions authority and has responsibility for admissions to this school. The governing body has set its admission number at 180 pupils to be admitted to Year 7 in the school year which begins in September 2018. (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 criterion, 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 criterion 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 who have a brother or sister (see Note 4 below) attending 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 (see Note 5 below) 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 at the time at which the application is made, and/or the member of staff is 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 at the time at which the application is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
10. Other Non-Catholic children.

**Note 1**
Children with an Education, Health and Care (EHC) Plan that names the school MUST be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criterion.

**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 **this should be sent directly to the school.** For a definition of a Baptised Catholic, see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

If you do not provide the supporting documentation it is likely to affect your child’s chance of being offered a place at this school.

**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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

**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 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 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. Parish maps are available in the parishes or at the schools or by post on request.

**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. 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, as an exception, the Governing body will give careful consideration to offering places above the published admission number.
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 is considered to be a residential property that is the child’s only or main permanent residence and is either:

- Owned by the child’s parent(s);
- Leased to or rented by the child’s parent(s) under lease or written rental agreement of not less than twelve months duration.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

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 for the majority of the 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 2019, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2019 when applications open in the autumn term of 2018. 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 has 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.

**Change in preference**

Once parents have submitted their preference, they will not be allowed to change them without an exceptional change in their circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is
submitted for an oversubscribed school, without an exceptional change in circumstances, then the application will be refused.

**Waiting list**

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 31st December 2018 and will then be discarded. Parents may apply to Bishop Challoner Catholic College for their child’s name to remain on the waiting list until the end of the academic year 2018/2019 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 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 agreed fair access 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.

**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. Applications should be made to the school by contacting L.O'Brien 0121 444 4161 or enquiry@bishopchalloner.bham.sch.uk and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.

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 Governing Body'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 published admission number for Year 12 is 160.

The school operates a sixth form for a total of up to 300 pupils. 160 places will be available in Year 12. Whilst the admission number into Year 12 is a maximum of 160, if fewer than 160 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 on the school’s website. Completed application forms must be returned to the school 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.

**Academic Requirements:**

- **AS courses (including Applied ‘A’ levels)** – a minimum of 6 GCSEs at Grade C (or grade 5) and above and a minimum Grade B (or 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 C (or 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).

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 criterion.

**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 students who desire to be educated in a Catholic Sixth Form.

**BISHOP VESEY’S GRAMMAR SCHOOL**

Lichfield Road, Sutton Coldfield, B74 2NH  
Tel: 0121 250 5400  
www.bvgs.co.uk  
Type: Academy Grammar (Boys)  
Age range: 11–18  
Published Admission Number: 160  
DFE No: 330 4660  
Number on roll: 1070  
Number on roll in the Sixth Form: 370

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

**How to apply for Year 7 in September 2018**

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 2015, 2016 and 2017 this school received more applications than there were places available.

- 2015 - 1009 applications ranking the school 1 – 6
- 2016 - 980 applications ranking the school 1 – 6
- 2017 - 990 applications ranking the school 1 – 6

**Admission Criteria**
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 2006 and 31 August 2007 are eligible to apply for admission in Year 7 in September 2018.

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 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 32 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 supplies the co-ordinates that are used to plot an applicant’s home address within this system.

Bishop Vesey’s Grammar 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)’.

**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 the end of September 2017.

Parents will need to provide evidence of Pupil Premium registration to our School Business Manager no later than the end of November 2017. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made.

**Waiting list**
A Local Authority waiting list, of those boys who sat the test for admission in September 2018, 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.

**In-Year Applications**

**Year 7 (first term)**
See Waiting List process at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)

**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**
If a parent/carer is refused a place at a school for their child, they have the right to appeal to an independent Appeal Panel set up under the School Standards and Framework Act 1998. Appeals for Bishop Vesey’s Grammar School are administered by the School Admissions Service.


**Sixth Form Arrangements**

**Sixth Form Admission Number: 80**

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:

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For entry points in September 2018 only, due to the potential uncertainty of assessment outcomes for students taking reformed GCSE examinations in 2017 and 2018 we will admit students who have achieved 52 points or higher. This adjustment to the normal minimum entry requirement of 54 points will be in place only for the period of examination reform.

Students need to achieve the minimum of a 5 in English Language and Mathematics GCSE, and a minimum of an A-grade or a 7 in the subjects (or equivalents eg In the cases of Economics and Computer Science, we will take the GCSE Mathematics grade. In the case of Psychology we will take the GCSE Biology grade. In the case of those students opting for A-Level History, who have not taken GCSE History, they will be required to attain a 7 or better in GCSE English Language or English Literature) to be studied at A-Level. To study Further Mathematics at A level, students are required to achieve an 8 or better in GCSE Mathematics.
**Sixth Form Oversubscription**

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

   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 1 March 2018. 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 1 March 2018. No alterations to this box can be made after 1 March 2018.

   Parents will need to provide evidence of Pupil Premium registration to our School Business Manager no later than the end of May 2018. 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. Conditional offers will then be made based on predicted grades, as stated on a post-Christmas (of Year 11), official report or progress check from the student’s current school. The judgement will be based on the Best 8 predicted GCSE grades, to include English Language and Mathematics. Applications will be scored based on the Vesey points system, as detailed above. Conditional offers will be then made (depending on capacity) to external students with the highest (Best 8) predicted GCSE score.

4. If an applicant has a Best 8 subject score which is equal to another candidate, 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 Biology grade. In the case of those students opting for A-Level History, who have not taken GCSE History, we will take the higher of the GCSE English Language or English Literature grade.

   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).
If a student meets the general admissions requirement but we are unable to offer a place based on the criteria detailed above; they will be automatically placed on a waiting list.

Conditional offers will become ‘firm’ offers when a copy of GCSE results are provided on, or within 24 hours of 11am on GCSE results days. If a student is away for ‘GCSE Results Day’ it is strongly advised they make arrangements for GCSE results to be delivered, faxed or sent by e-mail to BVGS. Please note that this is the responsibility of the applicant and if results are not received within the deadline, BVGS may withdraw the offer.

On receiving results if the ‘actual GCSE score’ is more than 4 points below the predicted ‘Best 8 Subject score’, then the Best 8 score will be recalculated using actual grades and an applicant position in the ranking order may change accordingly. Consequently, the offer of a place may no longer be valid.

Please also note that our PAN for external students at Year 13 is 0.

Headteacher’s Discretion
The Headteacher, on behalf of the Governors, reserves the right to make a discretionary award of a place in the Sixth Form where it can be shown that personal, domestic or other exceptional circumstances prior to, or during, the GCSE examinations, have affected a student’s exam performance and the student has a school record which indicates academic potential of the type suitable for progression to A Level courses at the school.

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.

BISHOP WALSH CATHOLIC SCHOOL
Wylde Green Road, Sutton Coldfield, B76 1QT
Tel: 0121 351 3215
www.bishopwalsh.net
Type: Academy
Age range: 11–18
Published Admission Number: 150
DFE No: 330 4661
Number on roll: 787
Number on roll in the Sixth Form: 231
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions. You will also be required to complete an additional information form for the school which is available from the school office or the local authority. Both must be completed 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 2015, 2016 and 2017.

2015 – 828 preferences received ranking the school 1 – 6
2016 – 831 preferences received ranking the school 1 – 6
2017 – 1044 preferences received ranking the school 1 – 6

Admissions 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. As 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. All parents are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of a parent who is not of the faith to apply for a place for their child at the school.

The Board of Directors is the admissions authority and has responsibility for admissions to this school. The Board of Directors has set its admission number at 150 pupils to be admitted to Year 7 in the school year which begins in September 2018. (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.

A map of the parish boundary is available at the school and parish or by post on request.

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 live in one of the four feeder parishes (see Note 7):
   (a) attending a designated feeder school (see Note 5 below) and:
   (i) is a sibling (see Note 4) and has provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
   (ii) is not a sibling and has provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
   (iii) is a sibling (see Note 4) and has not provided a signature of endorsement from the Parish Priest in which you attend on a regular basis along with the Parish stamp;
   (iv) is not a sibling and has not provided a signature of endorsement from the Parish Priest in which you attend on a regular basis along with the Parish stamp.

3. Baptised Catholic children who reside in the four parishes (see Note 7 below) who are not in the designated feeder schools (see Note 5) and:
   (i) is a sibling (see Note 4) and has provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
   (ii) is not a sibling and has provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
   (iii) is a sibling (see Note 4) and has not provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
   (iv) is not a sibling and has not provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp.

4. Baptised Catholic children who currently attend a designated Catholic feeder school (see Note 5) but do not live in one of the four feeder parishes (see Note 7) and:
   (i) is a sibling (see Note 4) and has provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
   (ii) is not a sibling and has provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
   (iii) is a sibling (see Note 4) and has not provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
   (iv) is not a sibling and has not provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp.

5. Other Baptised Catholic children.
   (i) is a sibling (see Note 4) and has provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp.
Parish stamp;
(ii) is not a sibling and has provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
(iii) is a sibling (see Note 4) and has not provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp;
(iv) is not a sibling and has not provided a signature of endorsement from the Parish Priest of the Parish in which you attend on a regular basis along with the Parish stamp.

6. Non-Catholic children who are looked after or previously looked after (See Note 3 below)

7. Non-Catholic children who currently attend a Catholic feeder school (see Note 5).

8. Other Non-Catholic children.

Oversubscription Criteria
If there is over-subscription within the category, the Board of Directors will give priority to children living closest to the school.

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. 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 (See Note 6).

In a very small number of cases it may not be able to decide between the applicants of those pupils who are 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 legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place. As an exception, the governing body will give careful consideration to offering places above the Admission Number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

Note 1
Children with a Statement of Special Educational Needs or an Education, Health and Care (EHC) Plan that names the school must be admitted. This will reduce the number of places available to other applicants. This is not an oversubscription criterion.
Note 2
In all categories, for a child to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. **To this end, parents of all children are asked to complete a Supplementary Information Form (SIF) available from the school office to which it should be returned by October 1st.**

For a definition of Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/Reception should contact their Parish Priest. Failure to complete the SIF/provide evidence of Catholic Baptism/Reception may affect the criterion the child’s name is placed in.

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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

Note 4
For Catholic and non-Catholic children 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;
- Step-brother or step-sister;
- Adopted or fostered children.

The children must be living permanently in the same household.

Note 5
The designated feeder schools for Bishop Walsh Catholic School are: St Joseph’s Catholic Primary School in Sutton Coldfield; Holy Cross Catholic Primary School in Walmley; St Nicholas’ Catholic Primary School in Boldmere.

Note 6
The home address of a pupil is considered to be the permanent residence of a child. The address must be the child’s only or main residence. Documentary evidence may be required.

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.

Note 7
The four parishes are Holy Trinity, Sutton Coldfield; Holy Cross and St Francis, Walmley; St Nicholas, Boldmere; Sacred Heart, Four Oaks. Maps of the parish boundaries are available at the Bishop Walsh office and parish churches. Bishop Walsh was set up to serve the four Catholic parishes in Sutton Coldfield. Holy Trinity Catholic Church is the central point of the four parishes that the school serves. Therefore the 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 in order to recognise this. 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.

**Applications for children to be admitted into a class outside of their normal age group**

If parents wish for their child to be considered for admission to a class outside of their normal age group, they must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Board of Directors. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The Board of Directors will consider requests submitted and advise the parents of the outcome of that request before the 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 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:


**Appeals**

Parents who wish to appeal against the decision of the Board of Directors to refuse their child a place in the school may apply in writing to Chair of the Board of Directors, Bishop Walsh Catholic School, Wylde Green Road, Sutton Coldfield B76 1QT. 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 has 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 coordinated admissions scheme.

**Change in preference**
Once parent/carers have submitted their preferences they will not be allowed to change them without an exceptional change in circumstances, for example, if the family has recently moved address or an older sibling has changed schools.

All requests to change preferences should be made in writing to the Local Authority.

Any parent/carer who submits an application for a change of preference for an oversubscribed school, without an exceptional change in their circumstances, will have that application refused.

**Waiting list**
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 31st December 2018 and will then be discarded. Parents may apply to Bishop Walsh Catholic School for their child’s name to remain on the waiting list until the end of the academic year 2018/2019 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 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 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 Board of Directors is empowered to give absolute priority to a child where admission is requested under the agreed fair access protocol. The Board of Directors has this power, even when admitting the child would mean exceeding the published admission number subject to the infant class size exceptions.
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. Applications should be made to the school by contacting Bishop Walsh Catholic School and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.

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 Directors 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 maximum total of 270 pupils. Normally up to 150 places overall will be available in Year 12. Whilst the admission number is 20, if fewer than 130 of the school’s existing pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 150.

Applications for the Sixth Form should be made directly to the school using the application form available from the school office or from the school’s website. Completed application forms must be returned to the school by mid March of any year.

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:

Level 3 entry: GCSE point score of 230 or above. To include GCSE grades at A* - C in five separate subjects. There are also academic stipulations for each separate subject at Key Stage 5. See Sixth Form prospectus.

Level 2 entry: GCSE point score of 112.


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 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 Board of Directors will give priority firstly to children who will have a brother or sister (see Note 3 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 5 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 criterion.

**Oversubscription criteria for sixth form**

1. Baptised Catholic students (see Note 2) who are looked after or previously looked after (See Note 3)
2. Baptised Catholic students (see Note 2) with brothers or sisters (see Note 4) already in the school
3. Baptised Catholic students (see Note 2) already attending 11 – 16 Catholic Secondary schools
4. Baptised Catholic students (see Note 2) already attending 11 – 18 Catholic Secondary schools
5. Baptised Catholic students (see Note 2) attending non-Catholic Secondary schools
6. Non-Catholic children who are looked after or previously looked after (See Note 3)
7. Non-Catholic students with brothers or sisters (see Note 4) already in the school
8. Non-Catholic students attending other Catholic schools
9. Non-Catholic students

**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.)

BORDESLEY GREEN GIRLS’ SCHOOL AND SIXTH FORM

Bordesley Green Road, Birmingham, B9 4TR
Tel: 0121 464 1881
www.bordgrng.bham.sch.uk
Type: Community (Girls)
Age range: 11–19
Published Admission Number: 120
DFE No: 330 4115
Number on roll: 595
Number on roll in the Sixth Form: 331
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 925 preferences received ranking the school 1 – 6. Last child admitted lived 0.745 Km from the school
2016 – 909 preferences received ranking the school 1 – 6. Last child admitted lived 0.793 Km from the school
2017 – 1076 preferences received ranking the school 1 – 6. Last child admitted lived 0.745 Km from the school

Admission Criteria
Read more about oversubscription criteria for community schools.

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.

BOURNVILLE SCHOOL
Griffins Brook Lane, Birmingham, B30 1QJ
Tel: 0121 475 3881
www.bournvilleschool.org
Type: Academy
Age range: 4–16
Published Admission Number: 210
DFE No: 330 4017
Number on roll: 854

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 places were offered to all applicants.

Admission 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 2018.

3. Children who live nearest the academy.

Bournville 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)’.

**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 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 find the appeal form. Appeals will be heard by an independent panel.

**Sixth Form**

Sixth Form Capacity (both internal and external applicants): 250

**Minimum Academic Entrance Requirements (ie GCSEs)**

Criteria – 5 GCSE’s at C or above. If this does not include English and Maths at C or above then they must re-sit in year 12.

There are also subject specific requirements

**Oversubscription Criteria for External Applicants**

a) Looked after or previously looked after children.

b) Where the child has a brother or sister currently attending the 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.

**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.

**BROADWAY ACADEMY**

The Broadway, Perry Barr, Birmingham, B20 3DP

Tel: 0121 566 4334

www.broadway-academy.co.uk

Type: Academy

Age range: 11–18
Published Admission Number: 210  
DFE No: 330 4227  
Number on roll: 1178  
Number on roll in the Sixth Form: 145

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

**How to apply for Year 7 in September 2018**
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 2015, 2016 and 2017 this school received more applications than there were places available.

- **2015** – 612 preferences received ranking the school 1 – 6. Last child admitted lived 1.143 Km from the school.
- **2016** – 673 preferences received ranking the school 1 – 6. Last child admitted lived 1.226 Km from the school.
- **2017** – 822 preferences received ranking the school 1 – 6. Last child admitted lived 1.247 Km from the school.

**Admission 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 2018.
3. Children who live nearest the academy.

Broadway Academy 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)’.

**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 contact the Children’s Advice and Support Service on 0121 303 1888 to request an appeal form. Appeals will be heard by an independent panel.

**Sixth Form**
Capacity (both internal and external applicants): 200
Admission Number for External Applicants: Uncapped

**Minimum Academic Entrance Requirements**

Our minimum entry requirement is 6 A* to C GCSE grades (including English and Maths) for A level subjects or 5 A* - C grades with a C and D combination in Maths and English for the BTEC courses (BTEC Merit or above to count as one C)

Some courses are subject to additional requirements:

- A/S Maths = B grade at GCSE Maths
- A/S Science courses = 2 B grades in equivalent GCSE Science
- A/S English = B in GCSE 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.

**CARDINAL WISEMAN CATHOLIC SCHOOL**

Old Oscott Hill, Kingstanding, Birmingham, B44 9SR
Tel: 0121 360 6383
www.cardinalwiseman.net
Type: Voluntary Aided Catholic
Age range: 11–16
Published Admission Number: 120
DFE No: 330 4801
Number on roll: 550

*How to make an In-Year application*

*How to apply for Year 7 in September 2018*

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 information form for the school which is available from the school office or the local authority. Both must be completed for a place.

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

Priority will be given to practising Catholics. In 2015, 2016 and 2017 places were offered to all applicants.

*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. As 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. All parents are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of a parent who is not of the faith to apply for a place for their child at the school.

**Admissions 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 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)

A map of the parish boundary is available at the school and parish or by post on request.

**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. Other Non-Catholic children.

**Note 1**

Children with an Education, Health and Care (EHC) Plan that names the school **MUST** be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criterion.

**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 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 your child’s chance of being offered a place at this school.

**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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

**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 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 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 Mark’s RC Primary School

**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. 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 is considered to be a residential property that is the child’s only or main permanent residence and is either:

- Owned by the child’s parent(s);
- Leased to or rented by the child’s parent(s) under lease or written rental agreement of not less than twelve months duration.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

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 for the majority of the 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, ie Year 7 in September 2019, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2019 when applications open in the autumn term of 2018. 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 has 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.

Change in preference
Once parents have submitted their preference, they will not be allowed to change them without an exceptional change in their circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is submitted for an oversubscribed school, without an exceptional change in circumstances, then the application will be refused.

**Waiting list**

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 31st December 2018 and will then be discarded. Parents may apply to Cardinal Wiseman Catholic School for their child’s name to remain on the waiting list until the end of the academic year 2018/2019 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 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 the agreed fair access protocol. The 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. Applications should be made to the school by contacting the admissions clerk, Mrs A. O’Hara at the school and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.
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 Governing Body’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.

**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.

COCKSHUT HILL SCHOOL
Cockshut Hill, Yardley, Birmingham, B26 2HX
Tel: 0121 464 2122
www.cockshuthill.org.uk
Type: Academy
Age range: 11–19
Published Admission Number: 270
DFE No: 330 4233
Number on roll: 1132
Number on roll in the Sixth Form: 40

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 places were offered to all applicants.

Admission 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 2018.
3. Children who live nearest the academy.

Broadway Academy 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)’.

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 appeal form. Appeals will be heard by an independent panel.

**Sixth Form**

Pupils are considered for entry into Year 12 based upon their academic attainment and/or individual subject grade criteria and the availability and suitability of courses at the Academy. 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.

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

1. Looked after or previously looked after child (in public care).
2. Where the child has a brother or sister currently attending the School (as per the Local Authority’s ‘sibling’ definition – see Section 1).
3. Proximity of the child’s home to school with those living nearer accorded the higher priority (as per the local authority’s ‘distance’ definition – see Section 1).

Please note that entry to 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.

**COLMERS SCHOOL & SIXTH FORM COLLEGE**

Bristol Road South, Rednal, Birmingham, B45 9NY
Tel: 0121 453 1778
www.colmers.org.uk
Type: Foundation
Age range: 11–19
Published Admission Number: 210
DFE No: 330 5416
Number on roll: 1048
Number on roll in the sixth form: 48

*How to make an In-Year application*

*How to apply for Year 7 in September 2018*

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 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 551 preferences received ranking the school 1 – 6. Last child admitted lived 1.812 Km from the school
2016 – 574 preferences received ranking the school 1 – 6. Last child admitted lived 2.159 Km from the school
2017 – 713 preferences received ranking the school 1 – 6. Last child admitted lived 2.001 Km from the school

Admission Criteria
1. Looked after or previously looked after children.
2. Where the child has a sibling who will be attending the school in September 2018 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 2018 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 a statement of special educational needs/EHC Plan’, ‘Looked after or previously looked after children’, ‘Distance’, ‘Sibling’, ‘Shared Responsibility’ and ‘Separating “Final Qualifier” applications (blocks of flats etc)’.

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
Parents have the right to appeal against the Governors decision to refuse their child a place in the school. Parents should do this in writing to the Chair of Governors. Appeals will be heard by an Independent Appeal 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.

**DAME ELIZABETH CADBURY SCHOOL**
Woodbrooke Road, Bournville, Birmingham, B30 1UL
Tel: 0121 464 4040
www.dectc.bham.sch.uk
Type: Academy
Age range: 11–19
Published Admission Number: 150
DFE No: 330 4129
Number on roll: 625
Number on roll in the Sixth Form: 30

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

**How to apply for Year 7 in September 2018**
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 2015, 2016 and 2017 this school received more applications than there were places available.

- 2015 – 655 preferences received ranking the school 1 – 6. Last child admitted lived 2.711 Km from the school
- 2016 – 679 preferences received ranking the school 1 – 6. Last child admitted lived 3.933 Km from the school
- 2017 – 995 preferences received ranking the school 1 – 6. Last child admitted lived 2.328 Km from the school

**Admission Criteria**

1. Looked after or previously looked after children.
2. Children with a brother or sister already at the school, who will still be in attendance, including in the sixth form, in September 2018.
3. Children of staff who are employees at the school.
4. Children who live nearest to the school.

Dame Elizabeth Cadbury 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)’.

**Children of staff who are employees at the school.**
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.

**Waiting list**
The school holds waiting lists for over subscribed year groups. Applications for inclusion on a waiting list must be made on the school’s appropriate form. Waiting List applications will be ranked according to the school’s oversubscription criteria, as described above. The waiting list will be kept for the first academic term. Thereafter the list will be re-ordered in line with the published over subscription criteria.

**Appeals**
All pupils not offered a place at the school have the right of appeal to an Independent Appeals Panel. Further details of the appeal procedure will be provided with the letter explaining why the application has been refused.

**Dame Elizabeth Cadbury Sixth Form admission criteria as a member of the Oaks Sixth Form College**

The Oaks Sixth Form College Prospectus and the school’s website details the courses being offered across the 5 Oaks College schools and the admission criteria in terms of end of Key Stage 4 examination grades for each course.

Dame Elizabeth Cadbury admits students to a maximum of 100 students in total in Years 12 & 13. Over subscription the criteria is as follows:-

1. Looked after or previously looked after children.
2. Children with a brother or a sister already at the school.
3. Children of staff who are employed at the school.
4. Children who live nearest to the school.

Any students who cannot be placed in our Sixth Form will be offered a place in an Oaks Partner Sixth Form 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.
EDEN BOYS’ SCHOOL
Wellhead Lane, Perry Barr, Birmingham B42 2SY
Tel: 0121 657 7070
Website: www.edenboysbirmingham.com
Type: Academy (Faith)
Age range: 11-18
Published Admission Number: 120
DFE No: 330 4021
Number on roll: 373

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.
2015 – 96 preferences received ranking the school 1 – 6. All applicants were offered.
2016 – 283 preferences received ranking the school 1 – 6. Last child admitted lived 3.101 Km from the school
2017 – 429 preferences received ranking the school 1 – 6. Last child admitted lived 1.840 Km from the school

Statement
Eden Boys’ School, Birmingham is part of the Tauheedul Education Trust. The Tauheedul Education Trust has devolved responsibility for admissions to the Local Governing Body of Eden Boys’ School, Birmingham. As an 11-18 progressive and inclusive Muslim faith school, the Governing Body will consider all applications equally without reference to faith.

Admission Criteria
If the school is oversubscribed, the school will admit boys in accordance with the oversubscription criteria below, once all boys with a statement of special educational needs or education, health and care plan, naming the school, have been admitted.

Oversubscription criteria
1. Looked after boys or a boy who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order (see note 1).

2. Boys with a sibling who is a pupil already attending Eden Boys’ School, Birmingham at the time of both application and admission (see note 2).

3. Sons of staff employed at Eden Boys’ School, Birmingham 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 3).

4. Boys for whom the Governing Body accepts that they have proven, exceptionally strong special, medical or social circumstances, which are directly relevant to attendance at Eden Boys’ School, Birmingham.

Professional supporting evidence must be provided by the parent(s) / carer(s) from e.g. a consultant, doctor, psychologist, social worker or from another professional. A place will only be offered, if the Governing Body accepts the view of the professional, which confirms that the existing medical or social difficulties will be exacerbated if admission is not offered at Eden Boys’ School, Birmingham (see note 4).

5. A maximum of 40 places will be allocated to boys resident in the Aston ward.

6. A maximum of 30 places will be allocated to boys resident in the Lozells and East Handsworth ward.

7. A maximum of 20 places will be allocated to boys resident in the Handsworth Wood ward.

8. A maximum of 10 places will be allocated to boys resident in the Perry Barr ward.

Maps can be accessed from the school’s website on www.edenboysbirmingham.com or if you contact the school, the maps will be posted to you.

9. All other boys who live nearest from home to Eden Boys’ School, Birmingham including those who were refused admission under criterion 5 - 8.

Tie-breaker
If any criteria are oversubscribed, then priority will be given to those boys who live nearest from home to school. The distance will be measured in a straight line using Birmingham City Council’s computerised mapping system. This will measure distance from home to the main entrance of the school, using the co-ordinates supplied by Ordnance Survey. If the distance between the boys’ homes and the school is the same, which includes the same geographical property reference (such as a block of flats), then random allocation will be used as a tie-breaker. The random allocation process will be undertaken by Birmingham City Council’s School Admissions Team at the Council Offices in the presence of a school representative.

Address
The address given must be where the child and parent(s) / carer(s) live permanently. It must not be the child minder’s, grandparent’s or other relative’s address. If parent(s) / carer(s) share custody of a child, then the Governing Body 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, then the address of the parent(s) / carer(s) receiving the child benefit will be used.
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. 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). Under the provisions of s14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangement orders. 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. Siblings refers to full, half, adopted, step, foster brothers or the son of the parent(s) / carer(s) partner, and, in every case, the boy must be living in the same family unit at the same address.

3. A boy will be eligible for consideration when his parent(s) / carer(s) confirm on the home Local Authority's common application for that they are employed at Eden Boys' School, Birmingham for 2 or more years at the time at which the application for admission is made, and / or they have been recruited to fill a post where there is a demonstrable skill shortage.

4. It is important that you state on the application form and if required, attach a letter, clearly setting out your reasons for requesting admission under the medical or social criteria. You must also provide written supporting evidence from a professional with the application form. The letter from the professional must confirm that the existing medical or social difficulties will be exacerbated if admission is not offered at Eden Boys' School, Birmingham.

The supporting evidence from the professional must be submitted by 31st October 2017. If the evidence from the professional is received after 31st October 2017, then the Governing Body will accept this as long as it is received by 20th November 2017, at the very latest.

Multiple births
If children of multiple births (twins and triplets) and siblings require admission in the same year group and there is only a single place left within the published admission number, the Governing Body will offer places above the published admission number.

Late applications
Unless there are exceptional reasons for the late submission of the common application form, late applications will not be considered at the same time as applications that were received by the closing date. When determining whether exceptional circumstances apply, the Governing Body may consider the following information:
- Parent(s) / carer(s) moving into the area after the closing date.
- Parent(s) / carer(s) were abroad for the whole period between the publication of the Local Authority’s composite prospectus and the closing date of the application form.
- Parental / child illness which required hospitalisation for a significant period between the publication of the Local Authority’s composite prospectus and the closing date of the application form. No late applications will be considered after 20th November 2017. These late applications will be considered after all the others that were received on time and placed on the waiting list in order, according to the oversubscription criteria. Applications made after the start of the autumn term 2018 will be treated as an in-year application.

**Waiting list**

Parent(s) / carer(s) of boys who are refused admission for Eden Boys’ School, Birmingham’s year 7 group each September, will automatically be included on the waiting list for the school, where Eden Boys’ School, Birmingham is a higher preference than the school where your son was allocated a place. Parent(s) / carer(s) who wish their child’s details to be included on the waiting list for Eden Boys’ School, Birmingham, 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 will be determined by the priority order of the admission policy and nothing else.

When the number of boys admitted to the school drops below the published admission number, a place will be offered to the child who is at the top of the waiting list.

The position 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 him 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 waiting list will be maintained by the school, in accordance with the school’s oversubscription criteria, until 31st December in the academic year of Year 7 admission. Parent(s) / carer(s) are advised to contact the school, if they want their son’s details to be kept on the waiting list, from the spring term onwards. The in-year admission waiting list will be maintained by the school, in accordance with the school’s oversubscription criteria.

**Withdrawing an offer of a place**

The Governing Body reserves the right to withdraw an offer of a place if:

- It was made in error.
- Parent(s) / carer(s) fails to respond to the offer of a place within a reasonable period of time.
- It is established that the offer of a place was obtained through a fraudulent or misleading application.
- Where parent(s) / carer(s) fail to respond to the offer of a place, the Governing Body will give the parent(s) / carer(s) 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 on the basis of
misleading information, the Governing Body will consider the application afresh, and will offer a right of appeal if admission cannot be offered.

The Governing Body will not withdraw the offer of a place once the boy 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 boy has been at the school. Where the boy has been at the school for less than a term, the Governing Body may consider it to be appropriate to withdraw the place.

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

Parent(s) / carer(s) 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.

Parent(s) / carer(s) of children who are already of secondary school age must submit their written request for admission out of the normal age group to the Governing Body. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Parent(s) / carer(s) of children who wish to seek admission to Year 7 outside their normal age group (i.e. who are currently placed in a lower year group) will need to submit a normal common application form to the Local Authority (in writing or online) for admission into the normal age group at the same time as they submit a written request to the Governing Body for their child to be admitted out of the normal age group.

Please note the Governing Body will not honour a decision made by another admission authority on admission out of the normal age group. Parent(s) / carer(s), therefore, should consider whether to request admission out of the normal year group at all their preference schools, rather than just their first preference school. The Governing Body will make a decision on the request before the Secondary national offer date if at all possible.

If the request is agreed, the parent(s) / carer(s) must make a new application for the next main admission round the following year, and their current application for the normal age group should be withdrawn before a place is offered.

If their request for admission outside the normal age group is refused, parent(s) / carer(s) must decide whether to accept the offer of a place for the normal age group that they receive from the Local Authority, or to refuse it and make a further in-year application to the Governing Body for their child to be admitted outside their normal age group when they leave the current primary school.

Parent(s) / carer(s) seeking admission of their child outside their normal age group must send their written request to the Governing Body. It is the responsibility of the parent(s) / carer(s) to provide the Governing Body with all relevant information relating to this request which is outlined below:

- Evidence to show that the child is currently or has previously been educated outside the normal age group and / or they may naturally have fallen into a lower age group if it were not for being born prematurely
- Letter from the Headteacher at the current school outlining the level of work undertaken, the progress being made and evidence that the child will learn more from being in a group that is outside their normal age group
• Letter from the Headteacher at the current school regarding the child’s social and emotional development and the likely impact of the admission
• Existing professional assessment reports either from the LA’s educational psychologist or an independent educational psychologist
• Medical history of the child along with a letter from the Consultant / GP outlining the benefits of admission outside their normal age group

The Governing Body is required to take into account the views of the Headteacher on the application as well as the information from the parent(s) / carer(s). The Governing Body will make their decision on the basis of the circumstances of each individual case, and in the best interests of the child concerned. The Governing Body will then inform the parent(s) / carer(s) of their decision on the year group the child should be admitted to and will provide the reasons for their decision. Parent(s) / carer(s) 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 about the Governing Body’s 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. It does not refer to Year 6 to Year 7 transfer into secondary school in September. Applications made after the start of the autumn term 2018 will be treated as an in-year application. The in - year admission process is managed by the school. Parent(s) / carer(s) are required to complete the in- year application form, which is available from and returnable to the school. For some boys, it may not be possible to secure admission under the in - year admission process. Where this is the case, Birmingham City Council will apply the Fair Access Protocol to secure the most appropriate educational provision for these boys. For boys who have a statement of special educational needs or education, health and care plan, the in - year admission process will not apply. Their request for admission will be dealt with by the home Local Authority’s Special Educational Needs Team.

Appeals
Parent(s) / carer(s) have a legal right of appeal to an independent appeal panel against the decision not to offer admission at Eden Boys' School, Birmingham. The appeals process will be administered by Birmingham City Council, on behalf of the school. Parent(s) / carer(s) who wish to appeal will be advised in writing to contact the school for an appeal form. Parent(s) / carer(s) will be given 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, if they wish to 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 will be communicated to all parties as soon as possible, but no later than 5 school days, after the hearing.

**Re-appeals**
Parent(s) / carer(s) do not have the right to a second appeal in respect of the same year group, unless in exceptional circumstances, the Governing Body has accepted a 2nd application from the parent(s) / carer(s) because of a significant and material change in the circumstances of the parent(s) / carer(s), child or school but were still refused admission.

**ERDINGTON ACADEMY**
Kingsbury Road, Erdington, Birmingham B24 8RE
Tel: 0121 373 1080
www.erdingtonacademy.com
Age range: 11–16
Published Admission Number: 180
DFE No: 330 2168
Number on roll: 851

*How to make an In-Year application*

*How to apply for Year 7 in September 2018*
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 2015, 2016 and 2017 places were offered to all applicants.

**Admission 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 2018.
3. Children who live nearest the Academy.

Erdington Academy 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)’.

**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 Academy. Parents who wish to appeal against the decision to refuse their child admission should go to www.birmingham.gov.uk/schooladmissions to find the 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.

FAIRFAX

Fairfax Road, Sutton Coldfield, B75 7JT
Tel: 0121 378 1288
www.fairfax.bham.sch.uk
Type: Academy
Age range: 11–18
Published Admission Number: 250
DFE No: 330 5410
Number on roll: 1379
Number on roll in the Sixth Form: 250

How to make an In-Year application

How to apply for Year 7 in September 2018

An application must be made online at 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 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 1248 preferences received ranking the school 1 – 6. Last child admitted lived 2.075 Km from the school
2016 – 1247 preferences received ranking the school 1 – 6. Last child admitted lived 3.478 Km from the school
2017 – 1457 preferences received ranking the school 1 – 6. Last child admitted lived 3.177 Km from the school

Admissions Policy Statement

Fairfax Academy has a strong tradition in promoting the Performing Arts through its Annual Eisteddfod Festival. For September 2018 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.

Applicants who wish to be considered for a place under the aptitude assessment will be required to complete an “Optional Assessment Test - Application Form” and indicate the school as a preference on the on line application form.
These aptitude assessments will take place on **Tuesday 26 September (Dance), Wednesday 27 September (Drama), Thursday 28 September (Music)**.

Up to 25 places (10% of 250) will be offered to students in descending order by aptitude test score to applicants with more than 20 points (From a possible 40).

All remaining places will be allocated on the criteria of:

1. Looked after and/or previously looked after children.
2. Those with a brother or sister already in the school in years 7-12 will be given priority.
3. Admission is made according to the proximity of the child’s home to the school, with those living nearest being accorded the highest priority.

Fairfax 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)’.

**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**

As an Academy, Fairfax has adopted the Birmingham City Council scheme for appeals. In the first instance, parents must contact Fairfax directly and will be informed of the process in such cases.

**Sixth Form**

Sixth Form Capacity (both internal and external applicants): 250  
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 (A*-C).

There are also subject specific requirements which can be found in the Sixth Form prospectus.

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**

a. Looked after or previously looked after children.
b. Those with a brother or sister already in the school in years 7-12.

c. 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 front gate of the School.

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**FOUR DWELLINGS ACADEMY**

Dwellings Lane, Quinton, Birmingham, B32 1RJ

Tel: 0121 566 6666

www.fourdwellingsacademy.org

Type: Academy

Age range: 11–16

Published Admission Number: 120

DFE No: 330 4005

Number on roll: 479

How to make an In-Year application

**How to apply for Year 7 in September 2018**

An application must be made online at www.birmingham.gov.uk/schooladmissions.

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

In 2015, 2016 and 2017 places were offered to all applicants.

**Admission 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 2018.
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 home and the centre of the School site.

Four Dwellings Academy 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)’.

**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**

Academies Enterprise Trust as the Admission Authority delegates the responsibility for appeals back to the Academy. Parents who wish to appeal the decision of the admissions authority to refuse their child a place at your Academy may apply in writing to the Academy where appeals will be heard by an independent panel. The Academy can be contacted at the following address:

Miss Rebecca Elcocks, Principal
Four Dwellings Academy
Dwellings Lane
Quinton
Birmingham
B32 1RJ
Tel: 0121 566 6666
Fax: 0121 566 6668

**Note:** Distances are calculated on the basis of a straight-line measurement between home and the centre of the School site.

**GEORGE DIXON ACADEMY**
Portland Road, Birmingham, B16 9GD
Tel: 0121 566 6565
www.georgedixonacademy.com
Type: Academy
Age range: 11–18
Published Admission Number: 180
DFE No: 330 5412
Number on roll: 850
Number on roll in the Sixth Form: 58

*How to make an In-Year application*

*How to apply for Year 7 in September 2018*

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 2015, 2016 and 2017 places were offered to all applicants.

*Admission Criteria*

Where applications exceed the number of places available, places are 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 ‘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)’.

**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 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 find the appeal form. Appeals will be heard by an independent panel.

**Sixth Form entry requirements**
The Sixth Form offers an extensive range of advanced level courses.

Students are considered for entry based on previous academic attainment and their suitability for the required course. The minimum entry requirements are 5 GCSEs at grade C or above and must include English and Maths.

The Sixth Form recruits the majority of its students from Year 11. In the event of oversubscription of external candidates, preference will be given to:

1. Looked after or previously looked after children.
2. Those who have a sibling attending the school those who live closest to the school (using the Local Authority's distance definition).

**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.

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**GREAT BARR ACADEMY**
Aldridge Road, Great Barr, Birmingham, B44 8NU
Tel: 0121 366 6611
www.greatbarrschool.org.uk
Type: Academy
Age range: 11–19
Published Admission Number: 350
DFE No: 330 5403
Number on roll: 1780 pupils on roll
Number on roll in the Sixth Form: 225

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

**How to apply for Year 7 in September 2018**
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 2015, 2016 and 2017 places were offered to all applicants.

**Admission 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 2018.
3. Other children with priority being given to those living nearer the school in a straight-line distance.

There is no need to complete a separate school admission form for Year 6 – 7 transition. Parents **MUST** complete the Local Authority preference form.

Great Barr 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)’.

**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**
An independent Appeals Panel will hear all requests for an Appeal for a place at the School. In the first instance contact the school directly about the procedure.

**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.

Students who choose to follow the AS/A2 route should have a minimum of 5 GCSE A* - C grades in five different subjects, including English and Maths. There are also
some level 2 courses available and the requirements for these will depend on the subject selected.

Progression to Year 13 (A2 courses) is subject to students successfully 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.

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**GREENWOOD ACADEMY**
Farnborough Road, Castle Vale, Birmingham, B35 7NL
Tel: 0121 464 6101
www.greenwoodacademy.org
Type: Academy
Age range: 11–18
Published Admission Number: 180
DFE No: 330 4006
Number on roll: 771
Number on roll in the Sixth Form: 75

*How to make an In-Year application*

**How to apply for Year 7 in September 2018**
An application must be made online at www.birmingham.gov.uk/schooladmissions.

**Previous admission pattern at the time of offer of places for Year 7**
In 2015 and 2016 places were offered to all applicants. In 2017 this school received more applications than there were places available.

2017 – 352 preferences received ranking the school 1 – 6. Last child admitted lived 10.224 Km from the school

**Admission 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 2018.
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 ‘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)’.

**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 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 find the 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 school gates.

**HALL GREEN SCHOOL**
Southam Road, Hall Green, Birmingham, B28 0AA
Tel: 0121 628 8787
www.hallgreen.bham.sch.uk
Type: Academy
Age range: 11–16
Published Admission Number: 180
DFE No: 330 5409
Number on roll: 900

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

**How to apply for Year 7 in September 2018**
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 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 1012 preferences received ranking the school 1 – 6. Last child admitted lived 1.408 Km from the school
2016 – 1019 preferences received ranking the school 1 – 6. Last child admitted lived 1.484 Km from the school
2017 – 1211 preferences received ranking the school 1 – 6. Last child admitted lived 1.498 Km from the school
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.

Admission 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 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 '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)'.

Catchment Area
There is no catchment area for Hall Green School.

Appeals
If you are unsuccessful in your application, you can have your case considered by an independent appeals panel. Parents who wish to appeal against the decision to refuse their child admission should go to www.birmingham.gov.uk/schooladmissions to find the appeal form. Appeals will be heard by an independent panel.

Waiting List
A waiting list is maintained throughout the academic year of admission, in which children are ranked in the same order as the published criteria for oversubscription.

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.

HAMSTEAD HALL ACADEMY
Craythorne Avenue, Handsworth Wood, Birmingham, B20 1HL
Tel: 0121 386 7510
www.hamsteadhall.com
Type: Academy
Age range: 11–18
Published Admission Number: 190
DFE No: 330 4240
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 772 preferences received ranking the school 1 – 6. Last child admitted lived 2.135 Km from the school
2016 – 773 preferences received ranking the school 1 – 6. Last child admitted lived 2.230 Km from the school
2017 – 905 preferences received ranking the school 1 – 6. Last child admitted lived 1.890 Km from the school

Admission 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 who have a sibling at the school at the time of admission.
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 straightline measurement between home and the academy gate on Craythorne Avenue.

Hamstead Hall 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.).’

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
All appeals are dealt with by the Local Authority. Parents who wish to appeal against the Governors’ decision to refuse their child admission should go to www.birmingham.gov.uk/schooladmissions to find the appeal form. Appeals will be heard by an independent panel.
**Sixth Form Admissions**

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**

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<th>Year 12</th>
<th>Year 13</th>
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<tr>
<td>September 2018</td>
<td>125</td>
<td>125</td>
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**Advice and guidance**

All students will receive advice and guidance to support them in making the correct post-16 choices.

**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**

The minimum admission number for external candidates is 1. 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 related subject specific requirements.

**Academic entry requirements:**

AS courses (including Applied ‘A’ levels) – a minimum of 5 GCSEs at Grade C and above (to include Maths and English) and a Grade B in chosen subject [eg English A Level at least B in English at GCSE]

BTEC courses level 3 – minimum of 5 GCSEs at Grade C and above (to include Maths and English)

BTEC courses level 2 – minimum grade D in English Language

**Over subscription criteria**

The oversubscription 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.

1. Looked after or previously looked after children.
2. Children who have a sibling at the school at the time of admission.
3. Children who live nearest the academy.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant’s home address and the academy gate on Craythorne Avenue.
HANDSWORTH WOOD GIRLS’ ACADEMY
Church Lane, Handsworth, Birmingham, B20 2HL
Tel: 0121 554 8122
www.hwga.org.uk
Type: Academy (Girls)
Age range: 11–18
Published Admission Number: 160
DFE No: 330 4207
Number on roll: 707
Number on roll in the Sixth Form: 150

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 525 preferences received ranking the school 1 – 6. Last child admitted lived 2.398 Km from the school
2016 – 559 preferences received ranking the school 1 – 6. Last child admitted lived 1.892 Km from the school
2017 – 618 preferences received ranking the school 1 – 6. Last child admitted lived 1.925 Km from the school

Admission 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 sister already at the academy who will still be in attendance in September 2018.
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 centre of the main school building.

Handsworth Wood Girls Academy 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)’.
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 Academy. Parents who wish to appeal against the decision to refuse their child admission should go to www.birmingham.gov.uk/schooladmissions to find the appeal form. Appeals will be heard by an independent panel.

Sixth Form
Sixth Form Capacity (both internal and external applicants: 200
Admission Number for External Applicants: 40

Minimum Academic Entrance Requirements
Level 3: 5A*-C including English and Mathematics with specific entrance requirements for individual subjects.
Level 2: 5A*-G including English and Mathematics at grade E in English and Mathematics.

Oversubscription Criteria for External Applicants
a) Looked after or previously looked after children.
b) Where the child has a sister currently attending the Academy.
c) Proximity of the child’s home to academy with those living nearer accorded the higher priority.

Note: Distances are calculated on the basis of a straight line measurement between the applicant’s home address and Church Lane.

HARBORNE ACADEMY
Harborne Road, Edgbaston, Birmingham, B15 3JL
Tel: 0121 464 2737
www.harborneacademy.co.uk
Type: Academy
Age range: 11–18
Published Admission Number: 120
DFE No: 330 6910
Number on roll: 650
Number on roll in the Sixth Form:64

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.
**Previous admission pattern at the time of offer of places for Year 7**

In 2015, 2016 and 2017 this school received more applications than there were places available.

- **2015** – 463 preferences received ranking the school 1 – 6. Last child admitted lived 7.220 Km from the school
- **2016** – 474 preferences received ranking the school 1 – 6. Last child admitted lived 11.392 Km from the school
- **2017** – 597 preferences received ranking the school 1 – 6. Last child admitted lived 3.819 Km from the school

**Admission 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 2018.
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 ‘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)’.

**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 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 find the appeal form. Appeals will be heard by an independent panel.

**Sixth Form Admissions**

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 2018    Year 12    100
               Year 13    100

Advice and guidance
All students will receive advice and guidance to support them in making the correct post-16 choices.

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
The minimum admission number for external candidates is 1 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 related subject specific requirements.

Academic entry requirements:
- AS courses (including Applied ‘A’ levels) – a minimum of 5 GCSEs at Grade C and above (to include Maths and English) and a Grade B in chosen subject [eg English A Level at least B in English at GCSE]
- BTEC courses – Level 2 – A minimum of 4 GCSE’s at Grade D and above to include English & Maths or suitable qualification at Level 1
- BTEC courses – Level 3 - A minimum of 4 GCSE’s at Grade C and above to include English & Maths or suitable qualification at Level 2

Over subscription criteria
The oversubscription 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.

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.
3. Children who live nearest 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 Harborne Road.
HEARTLANDS ACADEMY
10 Great Francis Street, Nechells, Birmingham, B7 4QR
Tel: 0121 464 3931
www.heartlands-academy.org.uk
Type: Academy
Age range: 11–18
Published Admission Number: 150
DFE No: 330 6905
Number on roll: 875
Number on roll in the Sixth Form: 100

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 773 preferences received ranking the school 1 – 6. Last child admitted lived 1.006 Km from the school
2016 – 785 preferences received ranking the school 1 – 6. Last child admitted lived 1.030 Km from the school
2017 – 929 preferences received ranking the school 1 – 6. Last child admitted lived 0.794 Km from the school

Admission 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 (siblings) with a brother or sister already at the school and who will still be in attendance at the time the sibling enters the school.
3. Children who attend Nechells Primary E-ACT Academy.
4. Children who live nearest the school.

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 front gates of the school on Great Francis Street.

Heartlands Academy 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)’. 
**Waiting lists and appeals**
Parents whose children have not been offered their preferred school will be informed of their right of appeal.

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 find the appeal form. Appeals will be heard by an independent panel.

Children will also be added to the school’s waiting list in accordance to the oversubscription criteria. The waiting list will be kept until 1\(^{st}\) January 2019.

**Sixth Form (Post 16 admission criteria)**
Heartlands Academy has capacity for 200 students in the sixth form. It will provide places for at least 100 internal and external students in Year 12. The minimum number for external applicants to be admitted is 5. The Academy will not admit any more external applicants unless it is undersubscribed by students progressing from its own Year 11, and in such circumstances it will apply the same academic entry requirements as it does to student’s already on roll in the Academy and, if a tie-break is necessary to determine who is admitted, it will apply the oversubscription criteria below:

1. Looked after or previously looked after children.
2. Those who live closest to the school (according to the straight-line distance between home and school).

The Academy will publish annually specific criteria in relation to minimum academic entrance requirements for admission to the post-16 provision. Both internal and external students wishing to enter the sixth form will be expected to have met the minimum academic entry requirements for the sixth form. The minimum academic entry requirements for September 2017 admissions are 5 GCSE's at Grade C and above usually to include Maths and English.

In addition to the sixth form’s minimum academic entry requirements, students will need to satisfy minimum entrance requirements for the courses for which they are applying. Specific courses require a B or above at GCSE e.g. French AS a B in French GCSE needed. These academic entry requirements will be published in the Academy’s prospectus. If either internal or external applicants fail to meet the minimum course requirements they will be given the option of pursuing any alternative courses for which they do meet the minimum academic requirements.

**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.

**HILLCREST SCHOOL A SPECIALIST MATHS AND COMPUTING COLLEGE & SIXTH FORM CENTRE**
Stonehouse Lane, Bartley Green, Birmingham, B32 3AE
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 places were offered to all applicants.

Admission 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. Brothers or sisters (as defined by the Local Authority) of children at the school in the year of admission.
3. Distance.

Hillcrest Academy 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)’.

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 Academy. Parents who wish to appeal against the decision to refuse their child admission should go to www.birmingham.gov.uk/schooladmissions to find the appeal form. Appeals will be heard by an independent panel.

Sixth Form Admission Arrangements and criteria
Sixth Form Collegiate.

Hillcrest admits a maximum of 30 external candidates into Year 12.
Entry requirements for each course are available in the Oaks Collegiate prospectus in terms of the required end of Key Stage 4 examination grades for each course. In the event of over subscription the following priority criteria are applied:

1. Looked after or previously looked after children.
2. Brothers or sisters (as defined by the Local Authority) of children at the school in the year of admission.
3. Distance.

**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.

**HODGE HILL COLLEGE**
Bromford Road, Hodge Hill, Birmingham, B36 8HB
Tel: 0121 783 7807
www.hodgehill.bham.sch.uk
Type: Community
Age range: 11–16
Published Admission Number: 240
DFE No: 330 4201
Number on roll: 1200

*How to make an In-Year application*

**How to apply for Year 7 in September 2018**
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 2015, 2016 and 2017 this school received more applications than there were places available.

- **2015** – 707 preferences received ranking the school 1 – 6. Last child admitted lived 2.532 Km from the school
- **2016** – 724 preferences received ranking the school 1 – 6. Last child admitted lived 2.878 Km from the school
- **2017** – 784 preferences received ranking the school 1 – 6. Last child admitted lived 2.620 Km from the school

**Admission Criteria**
Read more about [oversubscription criteria for community schools](http://www.birmingham.gov.uk/schooladmissions).

**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.
HODGE HILL GIRLS’ SCHOOL
Bromford Road, Hodge Hill, Birmingham B36 8EY
Tel: 0121 464 3094
www.hodgehgs.bham.sch.uk
Type: Community
Age range: 11–16
Published Admission Number: 150
DFE No: 330 4015
Number on roll: 752

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 583 preferences received ranking the school 1 – 6. Last child admitted lived 1.906 Km from the school
2016 – 589 preferences received ranking the school 1 – 6. Last child admitted lived 1.476 Km from the school
2017 – 707 preferences received ranking the school 1 – 6. Last child admitted lived 1.681 Km from the school

Admission Criteria
Read more about oversubscription criteria for community schools.

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.

HOLTE School
Wheeler Street, Lozells, Birmingham B19 2EP
Tel: 0121 566 4370
www.holte.bham.sch.uk
Type: Community
Age range: 11–18
Published Admission Number: 192
DFE No: 330 4223
Number on roll: 1112
Number on roll in Sixth Form: 169

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.
**Previous admission pattern at the time of offer of places for Year 7**

In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 621 preferences received ranking the school 1 – 6. Last child admitted lived 0.838 Km from the school
2016 – 658 preferences received ranking the school 1 – 6. Last child admitted lived 0.613 Km from the school
2017 – 951 preferences received ranking the school 1 – 6. Last child admitted lived 0.727 Km from the school

**Admission Criteria**

Read more about [oversubscription criteria for community schools](#).

**Sixth Form**

Read about Year 12 entry requirements for community schools

**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).

**HOLYHEAD SCHOOL**

Milestone Lane, Holyhead Road, Birmingham B21 0HN
Tel: 0121 523 1960
www.holyheadschool.com
Type: Academy
Age range: 11–18
Published Admission Number: 210
DFE No: 330 4241
Number on roll: 1170
Number on roll in Sixth Form: 200

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

**How to apply for Year 7 in September 2018**

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 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 719 preferences received ranking the school 1 – 6. Last child admitted lived 1.021 Km from the school
2016 – 797 preferences received ranking the school 1 – 6. Last child admitted lived 0.993 Km from the school
2017 – 957 preferences received ranking the school 1 – 6. Last child admitted lived 0.763 Km from the school
**Statement**

Holyhead is an 11–18 co-educational comprehensive School. Students will be admitted at age 11 without reference to ability or aptitude.

**Admission 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 ‘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)’.

**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

<table>
<thead>
<tr>
<th></th>
<th>Year 12</th>
<th>Year 13</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 2018 –</td>
<td>130</td>
<td>130</td>
</tr>
</tbody>
</table>

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:

- AS courses (including Applied ‘A’ Levels) – a minimum of 5 GCSEs Grade A*-C (to include English and Maths at a minimum of a ‘C’) and a Grade B in chosen subject if it has been studied at GCSE with the exception of mathematics which is a Grade A [e.g. English ‘A’ Level at least a B in English GCSE]
- BTEC courses – A minimum of 5 GCSEs including Maths and English with a minimum of Grade C
- a Grade D is required for Level 2 courses including English and Maths resits
- at least 3 Grade Ds are required to move into Year 13 (or a Merit for BTec qualifications)

Over subscription criteria

The oversubscription 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.

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.

**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).

**HOLY TRINITY CATHOLIC MEDIA ARTS COLLEGE**

Oakley Road, Small Heath, Birmingham B10 0AX
Tel: 0121 772 0184
www.holytrc.bham.sch.uk
Type: Voluntary Aided Catholic
Age range: 11–16
Published Admission Number: 126
DFE No: 330 4664
Number on roll: 630

*How to make an In-Year application*

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 2018*

An application must be made online at www.birmingham.gov.uk/schooladmissions. You will also be required to complete an additional information form for the school which is available from the school office or the local authority. 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. The school has received more applications than it has vacancies in this category in 2014, 2015 and 2016.

<table>
<thead>
<tr>
<th>Year</th>
<th>Preferences</th>
<th>Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>346</td>
<td>1–6</td>
</tr>
<tr>
<td>2016</td>
<td>314</td>
<td>1–6</td>
</tr>
<tr>
<td>2017</td>
<td>412</td>
<td>1–6</td>
</tr>
</tbody>
</table>
Admission Criteria

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. As 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. All parents are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of a parent who is not of the faith to apply for a place for their child at the school.

The governing body is the admissions authority and has responsibility for admissions to this school. The governing body has set its admission number at 126 pupils to be admitted to Year 7 in the school year which begins in September 2018. (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. If there is oversubscription within a category, the Governing Body will give priority firstly to those who have a brother or sister attending Holy Trinity Catholic School at the time of admissions (see note 4) and then to those children living closest to the school determined by the shortest distance (see note 6).

A map of the parish boundary is available at the school and parish or by post on request.

Oversubscription Criteria

1. Baptised Catholic children (see Note 2 below) who are in the care of a local authority (children in care) or provided with accommodation by them (e.g. children with foster parents) (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 residence order, a child arrangements order or a special guardianship order
2. Baptised Catholic children who currently attend a designated Catholic feeder school (see Note 5 below)
3. Baptised Catholic 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
5. Non-Catholic children who are in the care of a local authority (children in care) or provided with accommodation by them (e.g. children with foster parents) (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 residence order, a child arrangements order or a special guardianship order (see note 3 below)

6. Non-Catholic children who currently attend a designated Catholic feeder school

7. Other Non-Catholic children

Note 1
Children with an Education, Health and Care (EHC) Plan that names the school MUST be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criteria.

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 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 your child’s chance of being offered a place at this school.

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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

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 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 5
The named feeder schools for Holy Trinity Catholic School are:
Holy Family, Small Heath, Our Lady of the Rosary, St Therese 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 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 is considered to be a residential property that is the child’s only or main permanent residence and is either:

- Owned by the child’s parent(s);
- Leased to or rented by the child’s parent(s) under lease or written rental agreement of not less than twelve months duration.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

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 for the majority of the 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, ie Year 7 in September 2019, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2019 when applications open in the autumn term of 2018. 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 coordinated admissions scheme.

**Change in preference**
Once parents have submitted their preference, they will not be allowed to change them without an exceptional change in their circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is submitted for an oversubscribed school, without an exceptional change in circumstances, then the application will be refused.

**Waiting list**
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 31st December 2018 and will then be discarded. Parents may apply to Holy Trinity Catholic School for their child’s name to remain on the waiting list until the end of the academic year 2018/2019 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 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 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 governing body is empowered to give absolute priority to a child where admission is requested under the agreed fair access protocol. The 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. Applications should be made to the school by contacting Mrs G McLeish, Head Teacher’s PA and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.

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 Governing Body'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.

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.)

JOHN WILLMOTT SCHOOL
Reddicap Heath Road, Sutton Coldfield B75 7DY
Tel: 0121 378 1946
www.jws.bham.sch.uk
Type: Community*
Age range: 11–18
Published Admission Number: 195
DFE No: 330 4301
Number on roll: 948
Number on roll in the Sixth Form: 99

*At the time of writing John Willmott is due to convert to an Academy on 1 January 2018

How to make an In-Year application

How to apply for Year 7 in September 2018
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 2015 and 2016 this school received more applications than there were places available. In 2017 all applicants were offered.

2015 – 771 preferences received ranking the school 1 – 6. Last child admitted lived 6.098 Km from the school
2016 – 796 preferences received ranking the school 1 – 6. Last child admitted lived 5.653 Km from the school
2017 – All applicants were offered
Admission Criteria
Read more about oversubscription criteria for community schools.

Sixth Form
Year 12 entry requirements for community schools.

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.

KING EDWARD VI ASTON SCHOOL
Frederick Road, Aston, Birmingham, B6 6DJ
Tel: 0121 327 1130
www.keaston.bham.sch.uk
Type: Academy Grammar (Boys)
Age range: 11–18
Published Admission Number: 120
DFE No: 330 5408
Number on roll: 801
Number on roll in the Sixth Form: 247

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.

How to apply for Year 7 in September 2018
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.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 1097 preferences received ranking the school 1 – 6
2016 – 992 preferences received ranking the school 1 – 6
2017 – 1048 preferences received ranking the school 1 – 6

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 (including looked after children) born between 1 September 2006 and 31 August 2007 will have attained the age of 11 years by 1 September 2018 and are eligible to apply for admission in September 2018.

Children who will not have reached the age of 11 years by 1 September 2018, but who are 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 2018.

The School gives priority to Looked After Children / Previously Looked After Children and those attracting the Pupil Premium.

**Admissions Criteria**

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test (“the qualifying score”). 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 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. Limited to 25% of available places;
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 to the school (according to the straight-line distance between home and the front gates of the school.)

A Looked After Child is a child who is in the care of a local authority or is being provided with accommodation by a local authority as set out in s22(1) of the Children Act 1989. A Previously Looked After Child is a child who immediately after being looked after became subject to an adoption, residence or special guardianship order.

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 (30 June 2017).

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 the end of September 2017.

Parents will need to provide evidence of Pupil Premium registration to the Foundation Office no later than the end of November 2017. Any evidence received
after this date will be considered as late and will be considered after the main round of allocations has been made.

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.

Local Authorities (LAs) will then consider all offers in conjunction with the ranking of schools on the LA 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 preference form.

KING EDWARD VI CAMP HILL SCHOOL FOR BOYS
Vicarage Road, Kings Heath, Birmingham, B14 7QJ
Tel: 0121 444 3188
web.camphillboys.bham.sch.uk
Type: Academy Grammar (Boys)
Age range: 11–18
Published Admission Number: 120
DFE No: 330 5407
Number on roll: 492
Number on roll in the Sixth Form: 262

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.

How to apply for Year 7 in September 2018
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.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 778 preferences received ranking the school 1 – 6
2016 – 703 preferences received ranking the school 1 – 6
2017 – 780 preferences received ranking the school 1 – 6

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 (including looked after children) born between 1 September 2006 and 31 August 2007 will have attained the age of 11 years by 1 September 2018 and are eligible to apply for admission in September 2018. Children who will not have reached the age of 11 years by 1 September 2018, but who are 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 2018.

The School gives priority to Looked After Children / Previously Looked After Children and those attracting the Pupil Premium.

**Admissions Criteria**

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test ("the qualifying score"). 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 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 24 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 to the school (according to the straight-line distance between home and the front gates of the school.)

A Looked After Child is a child who is in the care of a local authority or is being provided with accommodation by a local authority as set out in s22(1) of the Children Act 1989. A Previously Looked After Child is a child who immediately after being looked after became subject to an adoption, residence or special guardianship order.

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 (30 June 2017). 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 the end of September 2017.

Parents will need to provide evidence of Pupil Premium registration to the Foundation Office no later than the end of November 2017. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made.

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.

Local Authorities (LAs) will then consider all offers in conjunction with the ranking of schools on the LA 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 preference form.

**Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists**

**Year 7 (first term)**
If a vacancy arises during the first term of Year 7, the LA waiting list in existence from 1 March of that year will be used and the place offered to the highest scoring candidate. This is a list of those who sat the test for admission in September 2018 and 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 and places will be offered to pupils strictly in accordance with the published admissions criteria. Parents whose children have not been offered their preferred school will be informed of their right of appeal and will be added to their preferred school’s waiting list. Parents will be advised that inclusion on the School’s waiting list does not mean a place will eventually become available. In-year vacancies normally only become available if a current pupil is leaving the school.

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 in September 2018, this number is expected to be at least 20. External candidates wishing to enrol should contact the school. It is not necessary for existing pupils to apply formally for places in Year 12. Admission depends upon an assessment of the candidate’s potential to benefit from the curriculum and facilities offered by the school. This assessment is based primarily upon his educational record, including actual or anticipated examination results, with particular reference to achievement in the intended and related areas of study and may include a school visit. To achieve entry in September 2018, both existing pupils and external candidates must normally achieve:
at least five GCSE subjects at A* to B or grade 9 to 6, to include Mathematics at grade 6 or above and English Language at grade 5 or above

at least an A or grade 7 at GCSE in order to study Mathematics, Biology, Chemistry and Physics at A level

at least a grade A or grade 7 at GCSE in those subjects they wish to study at A level, although taking one subject at A level with a GCSE grade B or grade 6 might be considered, except for Mathematics, Biology, Chemistry and Physics, where at least a grade A or grade 7 is compulsory

at least a grade A or grade 7 at GCSE in Mathematics for the study of Economics

at least a grade 8 or a grade A* in Mathematics to study Further Maths

at least A*A or grades 8 and 7 in Core and Additional Science or Dual Award, where this is studied, in order to pursue any Science A level

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 preference 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.).

KING EDWARD VI CAMP HILL SCHOOL FOR GIRLS
Vicarage Road, Kings Heath, Birmingham, B14 7QJ
Tel: 0121 444 2150
www.kechg.org.uk
Type: Academy Grammar (Girls)
Age range: 11–18
Published Admission Number: 150
DFE No: 330 5406
Number on roll: 1019
Number on roll in the Sixth Form: 328

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.

How to apply for Year 7 in September 2018
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.
**Previous admission pattern at the time of offer of places for Year 7**

In 2015, 2016 and 2017 this school received more applications than there were places available.

- 2015 – 863 preferences received ranking the school 1 – 6
- 2016 – 878 preferences received ranking the school 1 – 6
- 2017 – 836 preferences received ranking the school 1 – 6

**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 (including looked after children) born between 1 September 2006 and 31 August 2007 will have attained the age of 11 years by 1 September 2018 and are eligible to apply for admission in September 2018. Children who will not have reached the age of 11 years by 1 September 2018, but who are 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 2018.

The School gives priority to Looked After Children / Previously Looked After Children and those attracting the Pupil Premium.

**Admissions Criteria**

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test ("the qualifying score"). 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 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 30 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 to the school (according to the straight-line distance between home and the front gates of the school.)

A Looked After Child is a child who is in the care of a local authority or is being provided with accommodation by a local authority as set out in s22(1) of the Children Act 1989. A Previously Looked After Child is a child who immediately after being looked after became subject to an adoption, residence or special guardianship order.

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 (30 June 2017). 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 the end of September 2017.

Parents will need to provide evidence of Pupil Premium registration to the Foundation Office no later than the end of November 2017. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made.

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.

Local Authorities (LAs) will then consider all offers in conjunction with the ranking of schools on the LA 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 preference form.

**Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists**

**Year 7 (first term)**

If a vacancy arises during the first term of Year 7, the LA waiting list in existence from 1 March of that year will be used and the place offered to the highest scoring candidate. This is a list of those who sat the test for admission in September 2018 and 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 and places will be offered to pupils strictly in accordance with the published admissions criteria. Parents whose children have not been offered their preferred school will be informed of their right of appeal and will be added to their preferred school’s waiting list. Parents will be advised that inclusion on the School’s waiting list does not mean a place will eventually become available. In-year vacancies normally only become available if a current pupil is leaving the school.
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**

Almost all of our Year 11 students choose to take their A Levels at Camp Hill, and we are also joined by a number of external candidates from other schools. For entry into Year 12 in September 2018 this number is expected to be 20. Admission is based upon an assessment of the student’s potential to benefit from the curriculum and facilities offered by the school. This assessment is based primarily upon the student’s educational record, including actual or anticipated examination results, with particular reference to achievement in the intended and related areas of study and may include a school visit.

Currently there have been no national outcomes using the new GCSE numerical grading system. Therefore, we anticipate the entry requirements to be as follows: From September 2018, prospective entrants, both existing students and external candidates must achieve the equivalent of six GCSEs at grade 6 or above which would include English and Mathematics. Grades 7, 8 or 9 are required in the subjects that students wish to study at A Level, with the exception of Biology, Chemistry, Physics and Mathematics which will generally require a grade 8 or 9. A grade 9 is required for students who wish to study Further Mathematics. 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 preference will be given to looked after children or previously looked after children; and then those who live nearest to the school (according to the straight-line distance between home and school).

**KING EDWARD VI FIVE WAYS SCHOOL**

Scotland Lane, Bartley Green, Birmingham, B32 4BT
Tel: 0121 475 3535
www.KEFW.org
Type: Academy Grammar (Mixed)
Age range: 11–19
Published Admission Number: 180
DFE No: 330 5405
Number on roll: 1300
Number on roll in the Sixth Form: 400

*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.

*How to apply for Year 7 in September 2018*

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.

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

In 2015, 2016 and 2017 this school received more applications than there were places available.

- **2015** – 1802 preferences received ranking the school 1 – 6
- **2016** – 1734 preferences received ranking the school 1 – 6
- **2017** – 1780 preferences received ranking the school 1 – 6

**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 children 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 children (including looked after children) born between 1 September 2006 and 31 August 2007 will have attained the age of 11 years by 1 September 2018 and are eligible to apply for admission in September 2018. Children who will not have reached the age of 11 years by 1 September 2018, but who are 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 2018.

The School gives priority to Looked After Children / Previously Looked After Children and those attracting the Pupil Premium.

**Admission Criteria**

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test (“the qualifying score”). 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 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. 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 to the school (according to the straight-line distance between home and the front gates of the school).

A Looked After Child is a child who is in the care of a local authority or is being provided with accommodation by a local authority as set out in s22(1) of the Children Act 1989. A Previously Looked After Child is a child who immediately after being looked after became subject to an adoption, residence or special guardianship order.

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 (30 June 2017). 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 the end of September 2017.

Parents will need to provide evidence of Pupil Premium registration to the Foundation Office no later than the end of November 2017. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made.

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.

Local Authorities (LAs) will then consider all offers in conjunction with the ranking of schools on the LA 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 preference form.

Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists

Year 7 (first term)

If a vacancy arises during the first term of Year 7, the LA waiting list in existence from 1 March of that year will be used and the place offered to the highest scoring candidate. This is a list of those who sat the test for admission in September 2018 and 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 and places will be offered to pupils strictly in accordance with the published admissions criteria. Parents whose children have not been offered their preferred school will be informed of their right of appeal and will be added to their preferred school’s waiting list. Parents will be advised that inclusion on the School’s waiting list does not mean a place will eventually become available. In-year vacancies normally only become available if a current pupil is leaving the school.

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 2018 this number is expected to be 40. Parents of external candidates wishing to enrol a pupil 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. Admission is based upon an assessment of the pupil’s potential to benefit from the curriculum and facilities offered by the school. This assessment is based primarily upon the pupil’s educational record, including actual or anticipated examination results, with particular reference to achievement in the intended and related areas of study and may include a school visit. To achieve entry into the sixth form in September 2018 prospective entrants, both existing pupils and external candidates, must achieve 4A*/A (or numerical equivalent) at GCSE, with A grades (or numerical equivalent) in all subjects to be taken at A level (or nearest equivalent if a new subject). In addition, there is a minimum requirement for B (or numerical equivalent) in English and Maths.

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 preference will be given to: looked after children or previously looked after children; and then those who live nearest to the school (according to the straight-line distance between home and school).

KING EDWARD VI HANDSWORTH GRAMMAR SCHOOL FOR BOYS

Grove Lane, Handsworth, Birmingham, B21 9ET
Tel: 0121 554 2794
www.handsworth.bham.sch.uk
Type: Voluntary Aided Grammar(Boys)*
Age range: 11–18
Published Admission Number: 150
DFE No: 330 5402
Number on roll: 990
Number on roll in the Sixth Form: 240
At the time of writing Handsworth Grammar is due to convert to an Academy on 1 September 2017. New name: King Edward VI Handsworth Grammar School for Boys

**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.

**How to apply for Year 7 in September 2018**

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.

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

In 2015, 2016 and 2017 this school received more applications than there were places available.

- 2015 – 1047 preferences received ranking the school 1 – 6
- 2016 – 1064 preferences received ranking the school 1 – 6
- 2017 – 1083 preferences received ranking the school 1 – 6

**Admission Criteria**

Admission to the School is in accordance with Public Notices issued on 4 September 1992 under Section 63(2) of the Education Reform Act 1988 as varied by the Public Notices issued on 1 December 1995 under Section 96(1) of the Education Act 1993.

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. These arrangements require that prospective pupils are considered for admission to the school on the basis of a combined score, standardised according to the age of the pupil, normally above the seventieth percentile of the national ability range on standardised tests of verbal, numerical and non-verbal reasoning ability. The content, nature and scope of these tests is reviewed regularly.

The number of intended admissions each year is 150 at age 11 years. Children who have not reached the age of 11 years, but who are in the same year group at primary school as those who have done so, may be considered for admission to the school.

The School expects to attract pupils from Birmingham and its surrounding areas. Where the number of applications for admission from eligible pupils exceeds the number of places available, places are offered in merit order according to their standardised score in the entrance tests. Where children are equal on test score, Looked After Children (in Public Care) and previously Looked After Children will be given priority, and then those who live nearest to the school (according to the straight line distance between home and school).
Details of admission and appeal arrangements regarding entry to the school at age 11 years are published each year.

All applicants will need to complete a Grammar Schools in Birmingham Test Registration Form. All applicants also need to complete the Local Authority preference form supplied by the Local Authority in which they currently live. A number of schools can be named on these forms in a ranked order of preference. It is important to name King Edward VI Handsworth Grammar School for Boys as a preferred choice. If a school is not listed on your Local Authority form you cannot be offered a place.

In considering applications, all schools will apply their own admissions criteria. The Grammar Schools in Birmingham only consider entrance test scores and will make offers to the highest scoring applicants. Other schools may make offers based on distance from the school to the applicant’s home. All offers will be submitted to the Local Authority. If a child meets the criteria for two or more schools, the Local Authority will offer a place at the school ranked highest on the Local Authority preference form. Parents will only receive one offer.

For absolute clarity in all respects of the admissions process, please refer to the current Admissions Brochure for the Grammar Schools in Birmingham and also visit the website at [http://www.birminghamgrammarschools.org/](http://www.birminghamgrammarschools.org/).

Parents wishing to enrol a pupil of statutory school age other than at the normal age of admission should contact the Headmaster. Admissions to the school after the normal age of admission, (up to the number of places available), are based upon the pupil’s 11+ entrance examination score or on an assessment of the pupil’s ability. Only applicants who have requested admission at the time of the vacancy arising can be considered. Where the number of applicants exceeds the number of places available, candidates are admitted according to merit.

**Sixth Form**

A number of external admissions at age 16 are anticipated (preference is given to existing pupils) who meet the same requirements. The school welcomes applications from boys and girls at age 16 years for entry into the Sixth Form. Details of the procedures for entry into the Sixth Form are available from the school after the start of the Autumn term in the year preceding entry. Admission is based upon an assessment of the pupil’s potential to benefit from the curriculum and facilities offered by the school. This assessment is based primarily upon the pupil’s educational record, including actual or anticipated exam results, with particular reference to achievement in the intended and related areas of study and may include a school visit. Offers of places in the Sixth Form will be conditional upon academic results and satisfactory school report.

Details of how to apply can be found in the Sixth Form area of the website.

1 Looked after or previously looked after children.
2 Distance of the child’s residence from the School, with those living nearer to the School being given higher priority.

Late applicants for Year 7 will be considered after the initial allocation of offers have been made by the authority.

**Note:** Distances are calculated on the basis of a straight line measurement between the applicant’s home and the front gate at the School.

**KING EDWARD VI HANDSWORTH SCHOOL**

Rose Hill Road, Handsworth, Birmingham B21 9AR
Tel: 0121 554 2342
www.kingedwardvi.bham.sch.uk
Type: Academy Grammar (Girls)
Age range: 11–18
Published Admission Number: 160
DFE No: 330 5404
Number on roll: 927
Number on roll in the Sixth Form: 256

*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.

*How to apply for Year 7 in September 2018*

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 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 936 preferences received ranking the school 1 – 6
2016 – 1052 preferences received ranking the school 1 – 6
2017 – 952 preferences received ranking the school 1 – 6

*Statement*

King Edward VI Handsworth School (“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 (including looked after children) born between 1 September 2006 and 31 August 2007 will have attained the age of 11 years by 1 September 2018 and are eligible to apply for admission in September 2018. Children who will not have reached the age of 11 years by 1 September 2018, but who are 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 2018.

The School gives priority to Looked After Children / Previously Looked After Children and those attracting the Pupil Premium.

**Admission Criteria**

In order to be eligible for admission to the school, candidates must achieve a minimum standardised score in the selection test ("the qualifying score"). 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 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 32 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 to the school (according to the straight-line distance between home and the front gates of the school).

A Looked After Child is a child who is in the care of a local authority or is being provided with accommodation by a local authority as set out in s22(1) of the Children Act 1989. A Previously Looked After Child is a child who immediately after being looked after became subject to an adoption, residence or special guardianship order.

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 (30 June 2017). 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 the end of September 2017.
Parents will need to provide evidence of Pupil Premium registration to the Foundation Office no later than the end of November 2017. Any evidence received after this date will be considered as late and will be considered after the main round of allocations has been made.

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.

Local Authorities (LAs) will then consider all offers in conjunction with the ranking of schools on the LA 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 preference form.

**Policy and Procedural Arrangements for In-Year Admissions and Waiting Lists**

**Year 7 (first term)**

If a vacancy arises during the first term of Year 7, the LA waiting list in existence from 1 March of that year will be used and the place offered to the highest scoring candidate. This is a list of those who sat the test for admission in September 2018 and 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 and places will be offered to pupils strictly in accordance with the published admissions criteria. Parents whose children have not been offered their preferred school will be informed of their right of appeal and will be added to their preferred school’s waiting list. Parents will be advised that inclusion on the School’s waiting list does not mean a place will eventually become available. In-year vacancies normally only become available if a current pupil is leaving the school.

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 2018 this number is expected to be 10. Parents of external candidates wishing to enrol a pupil 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. Admission is based upon an assessment of the pupil’s potential to benefit from the curriculum and facilities offered by the school. This assessment is based primarily upon the pupil’s educational record, including actual or anticipated examination results, with particular reference to achievement in the intended and related areas of study and may include a school visit.
To achieve entry into the sixth form in September 2018 prospective entrants, both existing pupils and external candidates, must achieve six GCSEs at grade B/6 or above, which would include English and Mathematics. A*/A/7/8/9 grades are expected in the subjects pupils wish to study at A level; however subject to availability of places on specific courses a B/6 grade may be considered.

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 preference will be given to looked after children or previously looked after children; and then those who live nearest to the school (according to the straight-line distance between home and school).

KING EDWARD VI SHELDON HEATH ACADEMY
Sheldon Heath Road, Sheldon, Birmingham B26 2RZ
Tel: 0121 464 4428
www.keshacademy.com
Type: Academy
Age range: 11–18
Published Admission Number: 210
DFE No: 330 6906
Number on roll: 1237
Number on roll in the Sixth Form: 208

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 840 preferences received ranking the school 1 – 6. Last child admitted lived 1.504 Km from the school
2016 – 803 preferences received ranking the school 1 – 6. Last child admitted lived 1.505 Km from the school
2017 – 861 preferences received ranking the school 1 – 6. Last child admitted lived 1.199 Km from the school

Admission 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.

a. Looked after or previously looked after children;
b. admission of pupils whose siblings currently attend the school and who will continue to do so on the date of admission.
c. admission of pupils on the basis of proximity to the school using straight line measurement from the school gate on Sheldon Heath Road to the main entrance to the child’s home.

King Edward VI Sheldon Heath Academy 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)’.

**Post 16 admission criteria**

To determine eligibility for admission, the Academy Trust will publish specific criteria in relation to minimum entrance requirements for Year 12 based on GCSE grades or other measures of prior attainment. The King Edward VI Sheldon Heath Academy will also publish academic entry requirements for each course available based upon GCSE grades or other measures of prior attainment. These criteria will be the same for internal and external transfers and will be published in its prospectus and on its website.

a. Children failing to meet the grades for their preferred course option will be offered alternative courses if available. Children already on the Academy roll are entitled to transfer to Year 12 if they meet the published standards of entry.

b. If Year 12 is oversubscribed, the criteria for admission to Year 7 will be applied.

c. Where there is space within Year 13 (i.e. where there are fewer than 150 pupils in the year group) the Academy will admit additional pupils up to this number using the oversubscription criteria above.

There will be a right of appeal to an Independent Appeals Panel for internal pupils refused transfer and external applicants refused admission.

**Operation of waiting lists**

Subject to any provisions regarding waiting lists in the LA’s co-ordinated admission scheme, the Academy will operate a waiting list for each year group. Where in any year the King Edward VI Sheldon Heath Academy receives more applications for places than there are places available, a waiting list will operate for the whole academic year. This will be maintained by the Academy Trust.

Children’s position on the waiting list will be determined solely in accordance with the oversubscription criteria above. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

**Appeals**

Parents whose application is turned down are entitled to appeal, please contact the Academy for details.

**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.

**KING SOLOMON INTERNATIONAL BUSINESS SCHOOL**

Lord Street/Richard Street, Birmingham, B7 4AA
Tel: 0121 357 1905
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at 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 www.kingsolomonibs.com website or it can be obtained by contacting our admissions office.

Previous admission pattern at the time of offer of places for Year 7
In 2016 this school received more applications than there were places available. In 2017 all applicants were offered.

2016 – 207 preferences received ranking the school 1 – 6. Last child admitted lived 6.685 Km from the school
2017– 208 preferences received ranking the school 1 – 6. All Applicants offered.

Admission 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 ‘pupil premium’, ‘child arrangement order’) can be found in the glossary below. King Solomon International Business 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’,

Places will be allocated as follows.
All Applicants
Pupils with a Statement of Special Educational Needs/Education Health & Care Plan where KSIBS is named in the Statement/EHCP will be admitted to King Solomon International Business School.

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 www.kingsolomonibs.com 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:

2. Children of the Christian faith with a sibling (*) who is a pupil already attending King Solomon International Business School, at the time of admission.
3. Children of the Christian faith living closest to KSIBS 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.

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 King Solomon International Business School, at the time of admission.
3. Children living closest to KSIBS 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 (Group A & B and Sixth Form)
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 Admission Criteria
King Solomon will operate a sixth form from September 2016 for a total of 180 students. 90 places overall will be available in Year 12 (the Year 12 ‘capacity’).
The admission number for Year 12 is 90. This is the number of places which will be offered on an annual basis to eligible external applicants.

a) For those wishing to pursue the International Baccalaureate Diploma students will be required to have at least six GCSE subjects at grade C or above, including English, mathematics, and a foreign language.

b) For those wishing to pursue the International Baccalaureate Career Related Certificate, students will be required to have at least five GCSE subjects, at grade C or above.

When the sixth form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted.

King Solomon will admit any statemented pupils or pupils with an EHCP whose statement / EHCP names the King Solomon International Business School.

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

**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. Contact the school for details.

**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.
**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.*

**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 (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.*

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**KINGS HEATH BOYS’**
Chamberlain Road, Birmingham, B13 0QP
Tel: 0121 464 4454
www.kingsheathboys.co.uk
Type: Community (Boys)
Age range: 11–16
Published Admission Number: 120
DFE No: 330 4063
Number on roll: 571
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 416 preferences received ranking the school 1 – 6. Last child admitted lived 3.345 Km from the school
2016 – 445 preferences received ranking the school 1 – 6. Last child admitted lived 2.603 Km from the school
2017 – 502 preferences received ranking the school 1 – 6. Last child admitted lived 4.836 Km from the school

Admission Criteria
Read more about oversubscription criteria for community schools.

KINGS NORTON BOYS’ SCHOOL
Northfield Road, Kings Norton, Birmingham B30 1DY
Tel: 0121 628 0010
www.kingsnortonboys.bham.sch.uk
Type: Foundation (Boys)
Age range: 11–18
Published Admission Number: 150
DFE No: 330 5415
Number on roll: 642
Number on roll in the Sixth Form: 88

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – Places were offered to all applicants
2016 – 371 preferences received ranking the school 1 – 6. Last child admitted lived 1.841 Km from the school
2017 – 469 preferences received ranking the school 1 – 6. Last child admitted lived 6.115 Km from the school
**Admission 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 children.
2. Boys with a brother already at the school who will still be in attendance at the time the sibling enters the school.
3. Boys who live nearest the school.

**Sibling** - ‘The Local Authority’s ‘Sibling’ definition has been adopted.

**Distance** - Distance between home and school will be a straight line measurement from the front door of the student’s residence to the school’s main entrance door at reception. 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.

**Shared responsibility** - The Local Authority’s ‘Shared Responsibility’ definition has been adopted.

**Separating “final qualifier” applications (twins, blocks of flats etc)** - The Local Authority’s ‘Separating “final qualifier” applications (twins, blocks of flats etc)’ definition has been adopted.

**Waiting list**

Following the offer of places, a waiting list will be kept in strict oversubscription criteria order until the end of the Autumn term. Each added child will require the list to be ranked again in line with the oversubscription criteria.

**Appeals**

All students not offered a place at the school have the right of appeal to an Independent Appeals Panel. Further details of the appeal procedure will be provided with the letter explaining why the application has been refused.

**From September 2018 onwards it is proposed that King's Norton Boy's School will no longer be operating a Sixth form.**

**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.

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**KINGS NORTON GIRLS’ SCHOOL**

Selly Oak Road, Kings Norton, Birmingham B30 1HW
Tel: 0121 675 1305
www.kngs.bham.sch.uk
Type: Academy (Girls)
Age range: 11–18
Published Admission Number: 160
How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 551 preferences received ranking the school 1 – 6. Last child admitted lived 2.701 Km from the school
2016 – 615 preferences received ranking the school 1 – 6. Last child admitted lived 2.313 Km from the school
2017 – 721 preferences received ranking the school 1 – 6. Last child admitted lived 2.122 Km from the school

Admission 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)’.

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 by no later than the 13 April 2018. The appeals will be heard within 40 school days of the closing date.
Sixth Form Admission Arrangements
The school admits both boys and girls into the sixth form.
Admission is based on academic potential to follow the courses offered.

Oversubscription criteria (assuming that entrance requirements indicated below are met)

- Existing students
- Looked after or previously looked after children
- Siblings
- Distance

Academic criteria
A minimum of 5 good GCSEs in 4 or more different subjects. Individual subject entry requirements can be found on our website www.kngs.co.uk.

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.

LORDSWOOD BOYS' SCHOOL
Hagley Road, Birmingham, B17 8BJ
Tel: 0121 464 2837
www.lordswoodboys.co.uk
Type: Academy (Boys)
Age range: 11–16
Published Admission Number: 130
DFE No: 330 4057
Number on roll: 364

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at 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 2015, 2016 and 2017 places were offered to all applicants.

2015 – All applicants were offered
2016 – All applicants were offered
2017 – All applicants were offered

Admission 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
3. A child with a brother in the school (years 7 – 11) or a brother in the Lordswood Sixth Form Centre, who is already at the school and who will still be on roll at the time the child enters the school.
4. Children who live nearest the school.

Lordswood Boys’ 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)’.

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 Academy. Parents who wish to appeal against the decision to refuse their child admission should go to www.birmingham.gov.uk/schooladmissions to find an appeal form. Appeals will be heard by an independent panel.

Sixth Form
Lordswood Girls’ School and Lordswood Boys’ School currently operate a sixth form of around 300 students.

Admission is based on an assessment of the student’s potential to benefit from the curriculum and facilities offered by the school.

In the event of over-subscription preference will be given to existing pupils, then looked after or previously looked after children, then siblings, applicants to the Basketball and Cricket Academies and then those who live nearest the school.

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.
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 485 preferences received ranking the school 1 – 6. Last child admitted lived 2.002 Km from the school
2016 – 528 preferences received ranking the school 1 – 6. Last child admitted lived 2.000 Km from the school
2017 – 575 preferences received ranking the school 1 – 6. Last child admitted lived 2.414 Km from the school

Admission 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 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 a brother or sister in the Lordswood Sixth Form Centre who will still be on roll when the child enters the school.
3. Children who live nearest the school.

Lordswood 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)’.

Waiting List
If Lordswood 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. 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 Girls’, an offer to students from the waiting list will be made.

Inclusion on Lordswood 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 Lordswood Girls’ is unable to make further offers in the future.

**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 find the appeal form. Appeals will be heard by an independent panel.

**Sixth Form**

Lordswood Girls’ School and Lordswood Boys’ School currently operate a sixth form of around 300 students.

Admission is based on an assessment of the student’s potential to benefit from the curriculum and facilities offered by the school.

In the event of over-subscription preference will be given to existing pupils, then looked after or previously looked after children, then siblings, applicants to the Basketball and Cricket Academies and then those who live nearest the school

**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.

**MOSELEY SCHOOL**

Wake Green Road, Moseley, Birmingham B13 9UU
Tel: 0121 566 6444
www.moseley.bham.sch.uk
Type: Foundation
Age range: 11–18
Published Admission Number: 250
DFE No: 330 4245
Number on roll: 1250
Number on roll in the Sixth Form: 151

*How to make an In-Year application*

*How to apply for Year 7 in September 2018*

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 2015, 2016 and 2017 places were offered to all applicants.

2015 – All applicants were offered
2016 – All applicants were offered
2017 – All applicants were offered

**Admissions 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. Brothers or sisters (as defined by the Local Authority) of children at the school in the year of admission.
3. Distance.

Moseley 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)’.

**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**

Parents are entitled to appeal if they are not offered a place. 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](http://www.birmingham.gov.uk) to find the appeal form. Appeals will be heard by an independent panel.

**Sixth Form Admission Arrangements and criteria**

Admission criteria for entry into the sixth form are related to the courses a pupil wishes to follow. To study:

- level 2 qualifications, 5 GCSEs or equivalent at grade D/E
- BTEC level 3 and 1 AS, 4 GCSEs or equivalent at grades A*-C
• 3AS levels or BTEC subsidiary Diploma, 5 GCSEs or equivalent at grade A*-C, including English and Maths at grade A*-C
• AS levels, 5 GCSEs at grade B or above, including English and Maths at grade A*-C are required

A grade B or above is required in the subject to be studied at level 3 except for art, media studies, RE, psychology and sociology where grade C is acceptable.

In the event of oversubscription, the same admissions criteria as the rest of the school would apply.

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.

NINESTILES AN ACADEMY
Hartfield Crescent, Acocks Green, Birmingham B27 7QG
Tel: 0121 628 1311
www.ninestiles.org.uk
Type: Academy
Age range: 11–16
Published Admission Number: 300
DFE No: 330 5411
Number on roll: 1391

How to make an In-Year application
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 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.
You will also be required to complete an additional form for the school which is available from the school office or the local authority. 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 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 1085 preferences received ranking the school 1 – 6. Last child admitted lived 1.519 Km from the school
2016 – 1081 preferences received ranking the school 1 – 6. Last child admitted lived 2.520 Km from the school
2017 – 1199 preferences received ranking the school 1 – 6. Last child admitted lived 1.626 Km from the school
Admission Criteria

300 places are available to children aged 11 by 1st September in the year of entry.

9 of the 300 places are allocated to the Resource Base by the Local Authority, who administer these admissions.

All other applicants will be required to complete an assessment. These assessments will test aptitude in non-verbal reasoning in line with the Government White Paper ‘Excellence in Schools’. 30 places (10%300) will be allocated to those students achieving the highest marks in the assessment tests.

Up to 261 places offered using the criteria outlined above and in line with Birmingham City Council School Admissions and Pupil Placement.

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 Distance Definition, Shared Responsibility, and Separating the ‘final qualifier’/Tie Breaker definitions have been adopted by Ninestiles.

All applicants 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) Parents will be informed of the outcome of the test no later than 31st October 2017.

All Local Authority applications must be submitted to the L.A. in accordance with their outlined procedure and by the date specified.

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:
Priority is given to:

- Children who are in the care of the local authority or who were previously so and have followed our admission process.
- A child in the care of the local authority or previously so but immediately after became subject to an adoption, residence, 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 children previously in the care of the local authority, 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 or she was previously in the care of the local authority immediately prior to that order being made.

**Over-subscription – 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 School. 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.

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**NISHKAM HIGH SCHOOL**

Great King Street North, Birmingham, B19 2LF
Tel: 0121 348 7660
www.nishkamschool.org
Type: Free School
Age range: 11-19
Published Admission number: 100
DfE number: 330 4004
Number on roll: 520
Number on roll in the Sixth Form: 38
How to apply for Year 7 in September 2018
An application must be made online at 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 available from the school office and must be returned to the school by 31 October 2017. **Both forms must be completed for a place.**

How to make an in year application
You will also be required to complete an additional form for the school which is available from the school office. **Both forms must be completed to be considered for a place.**

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 342 preferences received ranking the school 1 – 6
2016 – 401 preferences received ranking the school 1 – 6
2017 – 269 preferences received ranking the school 1 – 6

Statement
The Nishkam High School (NHS) is an exceptional state funded independent 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).

School Vision
To empower children with values to enable them to excel academically and spiritually, enabling them to serve humanity selflessly (*Nishkam*) with an abundance of love, compassion and forgiveness.

Sikh ethos
Encourages pupils to practice their own faith whilst learning about and supporting others to practice their respective faiths.

Multi-faith approach
Encourages and supports pupils of all faiths and none in a context of shared values.

At NHS we believe that all pupils can succeed when given outstanding teaching, pastoral care and family support. We offer academic excellence with faith inspired values. The overall Nishkam approach to education can be summarised as: “More than Academic Excellence, More than a School, More than Self”.

More than Academic Excellence
We offer excellence in education and inspire in pupils a passion for lifelong learning. We provide learning experiences which build character and responsibility. We offer an enhanced National Curriculum to prepare pupils for further study, university, employment and adulthood.
**More than a School**
We work to foster communities which actively support pupils throughout life, both within and beyond then school gates. We work with parents, families and guiding institutions to ensure pupils are surrounded by positive role models and mentors. These partnerships will provide pupils with the direct experience of civic institutions, industry and commerce, as well as skills in research and innovation.

**More than Self**
The Nishkam School is driven and sustained by the principle of being ‘nishkam’ – a mind-set to serve others without expectation of reward or recognition. Our experience shows that this selfless practice promotes humility and can unlock great potential to transform ourselves and the world around us.

**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 web-site: [www.NishkamSchoolTrust.org](http://www.NishkamSchoolTrust.org)

**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.

All applicants for the Faith category who are not offered a place under that category will automatically be considered within the open category according to the oversubscription criteria for that 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. Looked After or Previously Looked-After Children¹ – applying for a faith place.
2. Siblings² – applying for a faith place.
3. Children of staff³ – applying for a faith place.
4. Children in Nishkam Primary School - applying for a faith place.
Remaining Faith-based places will be allocated in the following order.

1. Child (and/or parent/s or guardian/s) is/are Amritdhari\(^4\) (formally initiated) Sikhs.
2. Keshdhari Sikh child (has uncut hair).
3. 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. Looked After or Previously Looked After Children\(^1\).
2. Siblings\(^2\).
3. Children of staff\(^3\).

All other open place applicants will be ranked by proximity to the School using the distance data supplied by the Local Authority.

Waiting list

The school will maintain a waiting list 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 to find the appeal form. Appeals will be heard by an independent panel.

Definitions

Nishkam High School have adopted the Local Authority’s definitions for ‘Children with an education, health and care plan’, ‘Looked after or previously looked after children’ and ‘sibling’.

Amritdhari (initiated) Sikh is defined in these arrangements as those who have undergone the Khanda-ki-Pahul Amrit Sanchar initiation.

Sixth Form

Admission number: 100
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 web-site.

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**

For A level Courses – a minimum of 5 GCSEs at Grade B or higher (to include Mathematics and English).

Students who do not meet the entry criteria can discuss the courses that they want to follow with the Assistant Principal (Sixth Form) and may be given permission to join in exceptional circumstances.

**Oversubscription**

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.

All applicants for the Faith category who are not offered a place under that category will automatically be considered within the open category according to the oversubscription criteria for that category.
NORTH BIRMINGHAM ACADEMY
College Road, Erdington, Birmingham, B44 0HF
Tel: 0121 373 1647
www.nbacademy.org.uk
Type: Academy
Age range: 11–18
Published Admission Number: 180
DFE No: 330 6909
Number on roll: 900
Number on roll in the Sixth Form: 108

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015 and 2017 places were offered to all applicants. In 2016 there were more applicants than places.

2015 – All applicants were offered
2016 – 413 preferences received ranking the school 1 – 6. Last child admitted lived 5.161 Km from the school
2017 – All applicants were offered

Admission 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 2018.
3. Children who live nearest the school.

North Birmingham Academy 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)’.

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 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 find the appeal form. Appeals will be heard by an independent panel.

**Sixth Form**

**From where do we recruit?**

The sixth form recruits the majority of its students from Year 11 and a small but significant minority from local schools. For entry into Year 12 in September 2017 the number of external candidates is expected to be 10.

**How do we recruit?**

A post 16 Evening in October/November and through taster sessions in Years 10 and 11, Transition assemblies and whole school and Year Assemblies.

**What are the entrance requirements?**

‘A’ Level/BTEC National Diplomas Level 3: A minimum of 5 GCSE’s at Grade C and above usually to include Maths and English.

**What else is considered?**

Suitability for appropriate courses is discussed at a meeting where advice and entry requirements will be given and followed up with discussions with teaching staff.

**External Students**

External students are welcome to apply and are considered using the same criteria as above. There is no charge or cost directly associated with admission to this Academy.

**Oversubscription for External Students**

In the event of oversubscription preference will be given to:

- Looked after or previously looked after children; and then those who live closest 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 the school gate.

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**PERRY BEECHES II: THE FREE SCHOOL**

Newhall Street, Birmingham, B3 1SJ  
Tel: 0121 270 8090  
www.perrybeechesii.co.uk  
Type: Free School  
Age range: 11–19  
Published Admission Number: 100  
DFE No: 330 4002  
Number on roll: 500  
Number on roll in the Sixth Form: 77
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 610 preferences received ranking the school 1 – 6. Last child admitted lived 2.345 Km from the school
2016 – 518 preferences received ranking the school 1 – 6. Last child admitted lived 2.419 Km from the school
2017 – 542 preferences received ranking the school 1 – 6. Last child admitted lived 3.110 Km from the school

Admission 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 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 Admissions authorities are able to 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 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.
4. Children who live nearest the free school.

Perry Beeches II: The Free 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)’.

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 kept until 31st December 2018.

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 to find the appeal form. Appeals will be heard by an independent panel.

**Sixth Form Admission Arrangements and Criteria**

- Sixth Form Capacity: Year 12 - 60
  
  Admission number of external applicants: 60
  
  **Minimum Academic Entrance Requirements**: 5 A* - C including English & Maths, plus a grade B in the chosen A level subject (or related subject)

- In the event of oversubscription preference will be given to:
  
  1. Looked after or previously looked after children
  2. Children with a brother or sister currently attending the school (please see page 1 of our admission policy for the full sibling definitions)
  3. Distance from the school using a straight line measurement

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

**PERRY BEECHES III: THE FREE SCHOOL**

Langley Way, Bath Row, Ladywood, Birmingham B15 2EF

Tel: 0121 647 2760

www.perrybeechesiii.co.uk

Type: Free School

Age range: 11–16

Published Admission Number: 100

DFE No: 330 4011

Number on roll: 375

*How to make an In-Year application*

**How to apply for Year 7 in September 2018**

An application must be made online at www.birmingham.gov.uk/schooladmissions.

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

In 2015 this school received more applications than there were places available. In 2016 and 2017 all applicants were offered.

- 2015 – 315 preferences received ranking the school 1 – 6. Last child admitted lived 4.490 Km from the school
- 2016 – All applicants were offered
- 2017 – All applicants were offered

**Admission 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 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 Admissions authorities are able to 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 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.
4. Children who live nearest the free school.

Perry Beeches III: The Free 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)’.

**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 kept until 31st December 2018.

**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 find the 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 gates.

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**PERRY BEECHES IV-THE FREE SCHOOL**

St Georges Court, Albion Street, Birmingham, B1 3AA
Tel: 0121 289 3944
[www.perrybeechesiv.co.uk](http://www.perrybeechesiv.co.uk)
Type: Free School
Age Range: 11-18
Published Admissions Number: 100
DFE No: 330 4016
Number on roll: 348
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 303 preferences received ranking the school 1 – 6. Last child admitted lived 3.638 Km from the school
2016 – 242 preferences received ranking the school 1 – 6. Last child admitted lived 4.210 Km from the school
2017 – 265 preferences received ranking the school 1 – 6. Last child admitted lived 8.746 Km from the school

Admission 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 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 Admissions authorities are able to 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 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.
4. Children who live nearest the free school.

Perry Beches IV: The Free 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)’.

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 kept until 31st December 2018.
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 to find the 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 gates.

PERRY BEECHES V-THE ALL THROUGH FAMILY SCHOOL
Talbot Way, Small Heath, Birmingham B10 0HJ
Tel: 0121 289 3535
www.perrybeechesv.co.uk
Type: Free School
Age Range: 3-18
Published Admissions Number: 100
DFE No: 330 4019
Number on roll: 690

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2016 and 2017 this school received more applications than there were places available.

2016 – 360 preferences received ranking the school 1 – 6. Last child admitted lived 0.755 Km from the school
2017 – 472 preferences received ranking the school 1 – 6. Last child admitted lived 0.767 Km from the school

Admission 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 (in Public Care) or previously looked after children.

2. Children with a younger (including Nursery) or older sibling 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. 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.

4. Children attending the nursery in the case of admission to Reception Class at the school.

5. Children who live nearest the school.

Perry Beeches V: The Free 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)’.

**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 kept until 31st December 2018.

**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 find the 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 main school building.

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**PLANTSBROOK SCHOOL**

Upper Holland Road, Sutton Coldfield, B72 1RB  
Tel: 0121 362 7310  
www.plantsbrookschool.co.uk  
Type: Academy  
Age range: 11–18  
Published Admission Number: 240  
DFE No: 330 4331  
Number on roll: 1280  
Number on roll in the Sixth Form: 220
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

- 2015 – 1253 preferences received ranking the school 1 – 6. Last child admitted lived 2.791 Km from the school
- 2016 – 1439 preferences received ranking the school 1 – 6. Last child admitted lived 2.140 Km from the school
- 2017 – 1528 references received ranking the school 1 – 6. Last child admitted lived 2.772 Km from the school

Admission 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. Brothers or sisters (as defined by the Local Authority) of children at the school in the year of admission.
3. Distance (Distance measured from the applicant’s home address to the centre of the main school building).

Plantsbrook 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)’.

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 go to www.birmingham.gov.uk/schooladmissions to find the appeal form. Appeals will be heard by an independent panel.

Sixth Form admissions
Minimum entrance requirements for A level programmes is 5 GCSE grades A*-C including English and Maths. Minimum entrance requirements for one-year vocational programmes and GCSE re-sits is 4 GCSE grades A*-C or below or equivalent.
Sixth Form oversubscription criteria for external candidates
Places will be offered to students in each category under the following criteria until places are full:
1. Looked after or previously looked after students that have been in Public care.
2. Students with a sibling at the school at the time of admission.
3. If the admission number is exceeded in any of these groups priority will be given to those who live nearest to Plantsbrook school (straight line measurement).

**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.

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**QUEENSBRIDGE SCHOOL**
Queensbridge Road, Moseley, Birmingham, B13 8QB
Tel: 0121 464 5566
www.queensbridge.bham.sch.uk
Type: Foundation
Age range: 11–16
Published Admission Number: 170
DFE No: 330 4173
Number on roll: 836

*How to make an In-Year application*

*How to apply for Year 7 in September 2018*
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 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 840 preferences received ranking the school 1 – 6. Last child admitted lived 1.775 Km from the school
2016 – 886 preferences received ranking the school 1 – 6. Last child admitted lived 1.641 Km from the school
2017 – 1081 preferences received ranking the school 1 – 6. Last child admitted lived 1.390 Km from the school

*Admission 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. Brothers or sisters (as defined by the Local Authority) of children at the school in the year of admission.
3. Distance.
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 go to www.birmingham.gov.uk/schooladmissions to find the 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 main school building.

ROCKWOOD ACADEMY
Naseby Road, Alum Rock, Birmingham B8 3HG
Tel: 0121 566 6500
www.rockwood-academy.co.uk
Type: Academy
Age range: 11–16
Published Admission Number: 180
DFE No: 330 4323
Number on roll: 588

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 793 preferences received ranking the school 1 – 6. Last child admitted lived 0.357 Km from the school
2016 – 642 preferences received ranking the school 1 – 6. Last child admitted lived 0.392 Km from the school
2017 – 643 preferences received ranking the school 1 – 6. Last child admitted lived 0.605 Km from the school

Admission 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 2018.
3. Children who live nearest the academy.

Rockwood Academy 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)’.

**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 Academy. Parents who wish to appeal against the decision to refuse their child admission should go to www.birmingham.gov.uk/schooladmissions to find the 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 school’s main front gates.

**SALTHELEY ACADEMY**
Belchers Lane, Bordesley Green, Birmingham B9 5RX
Tel: 0121 566 6555
www.saltleyacademy.co.uk
Type: Academy
Age range: 11–16
Published Admission Number: 240
DFE No: 330 4018
Number on roll: 1051

*How to make an In-Year application*

**How to apply for Year 7 in September 2018**
An application must be made online at www.birmingham.gov.uk/schooladmissions.

**Previous admission pattern at the time of offer of places for Year 7**
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 1054 preferences received ranking the school 1 – 6. Last child admitted lived 1.164 Km from the school
2016 – 1009 preferences received ranking the school 1 – 6. Last child admitted lived 1.161 Km from the school
2017 – 1155 preferences received ranking the school 1 – 6. Last child admitted lived 1.704 Km from the school

**Admission 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 2018.
3. Children who live nearest the academy.

Saltley Academy 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)’.

**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 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 find the 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 main school building.

**SELLY PARK TECHNOLOGY COLLEGE FOR GIRLS**
Selly Park Road, Selly Park, Birmingham, B29 7PH
Tel: 0121 472 1238
www.sellyprk.bham.sch.uk
Type: Community (Girls)
Age range: 11–16
Published Admission Number: 140
DFE No: 330 4177
Number on roll: 682
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 443 preferences received ranking the school 1–6. Last child admitted lived 4.276 Km from the school
2016 – 506 preferences received ranking the school 1–6. Last child admitted lived 3.848 Km from the school
2017 – 542 preferences received ranking the school 1–6. Last child admitted lived 3.508 Km from the school

Admission Criteria
Read more about oversubscription criteria for community schools.

Distance
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.

SHENLEY ACADEMY
Shenley Lane, Northfield, Birmingham B29 4HE
Tel: 0121 464 5191
www.shenleyacademy.org.uk
Type: Academy
Age range: 11–18
Published Admission Number: 205
DFE No: 330 6907
Number on roll: 1089
Number on roll in the Sixth Form: 150

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.
2015 – 709 preferences received ranking the school 1–6. Last child admitted lived 1.269 Km from the school
2016 – 691 preferences received ranking the school 1–6. Last child admitted lived 1.295 Km from the school
2017 – 847 preferences received ranking the school 1–6. Last child admitted lived 1.362 Km from the school

**Admission 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) Admission of students whose siblings currently attend the school and who will continue to do so on the date of admission.
c) Admission of students on the basis of proximity to the school

**Notes**
Sibling is defined as
- A full brother or sister, whether or not resident in the same household;
- Another child normally resident for the majority of term time in the same household, whom an adult in the household has parental responsibility as defined in the Children Act 1989
- In the case of twins (or two siblings in the same age cohort) and where there is only one place available in the school, both will be considered together as one application. The school will be authorised to exceed its Published Admission Number by one.

Shenley Academy have adopted the Local Authority’s definitions for ‘Children with an education, health and care plan’, ‘Looked after or previously looked after children’, ‘Distance’, ‘Shared Responsibility’ and ‘Separating “Final Qualifier” applications (blocks of flats etc)’.

**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 find the appeal form. Appeals will be heard by an independent panel.

**Post 16 admission criteria**
Shenley Academy has capacity for 250 students in the sixth form. It will provide places for at least 140 internal and external students in Year 12. The Academy will not admit external applicants unless it is undersubscribed by students progressing from its own Year 11, and in such circumstances it will apply the same academic entry requirements as it does to students already on roll in the Academy and, if a tie-break is necessary to determine who is admitted, it will apply the oversubscription criteria below.

The Academy will admit any Statemented students or those with Education, Health and Care Plans (EHCPs) whose Statement or EHCP names the Academy and which the Academy has agreed. This is not an oversubscription criterion.

The Academy will publish specific criteria in relation to minimum academic entrance requirements for admission to the post-16 provision. Both internal and external
students wishing to enter the sixth form will be expected to have met the minimum academic entry requirements for the sixth form. The academic entry requirements will be published annually in the LA’s composite admissions prospectus and in the Academy’s own prospectus.

In addition to the sixth form’s minimum academic entry requirements, students will need to satisfy minimum entrance requirements for 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 option of pursuing any alternative courses for which they do meet the minimum academic requirements.

These academic entry requirements form part of the admission arrangements and so will be consulted upon and published in the Academy’s prospectus and in the LA’s composite admissions prospectus.

When the sixth form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted.

When there are more external applicants that satisfy academic entry requirements than the number of post-16 places available the criteria will be applied in the order in which they are set out below;

a) Looked after or previously looked after children
b) Straight line distance measured from the Academy’s main entrance to the main entrance of the child’s home.

There will be a right of appeal to an Independent Appeals Panel for internal students refused transfer and external applicants refused admission.

The Academy may participate in local 16-19 partnerships which are likely to involve some Shenley Academy students, if they follow relevant options, receiving part of their education at schools and colleges other than Shenley Academy. There will be reciprocal arrangements for students on roll at other local schools and colleges.

**Shenley Academy Sixth Form Entry Criteria**

5 A* - C GCSE Qualifications to take level 3 Course of BTEC National/AS - 3 Subjects (usually to include English and Maths at Grade 4 or above)

8+A* - C GCSE Qualifications to take level 3 Course of BTEC National/AS - 4 Subjects (usually to include English and Maths at Grade 4 or above)

Maths and English Qualifications are available at an appropriate level e.g. GCSE resit.

Students also need a reference from a teacher.

The list of students applying for Sixth Form is approved by the Leadership Team.
Operation of waiting lists

Subject to any provisions regarding waiting lists in the LA’s co-ordinated admission scheme, the Academy will operate a waiting list for each year group. Where in any year Shenley Academy receives more applications for places than there are places available, a waiting list will operate until a term after the start of the school year. This will be maintained by the Company 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.

Arrangements for admitting students to other year groups, including to replace any students who have left Shenley Academy.

From September 2013, applications for other year groups should be made directly to the Academy. The Academy will consider all such applications and if the year group applied for has a place available, admit the child unless one of the permitted reliefs apply. If more applications are received than there are places available, the oversubscription criteria shall apply. Parents whose application is turned down shall be entitled to appeal.

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.

SMALL HEATH SCHOOL
Muntz Street, Small Heath, Birmingham, B10 9RX
Tel: 0121 464 7997
www.smallheathschool.org.uk
Type: Foundation*
Age range: 11–18
Published Admission Number: 240
DFE No: 330 5401
Number on roll: 1094
Number on roll in the Sixth Form: 152

*At the time of writing Small Heath School is due to convert to an Academy on 1 January 2018

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.
**Previous admission pattern at the time of offer of places for Year 7**

In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 1171 preferences received ranking the school 1 – 6. Last child admitted lived 0.546 Km from the lower school and 0.570 Km from the upper school  
2016 – 1037 preferences received ranking the school 1 – 6. Last child admitted lived 0.811 Km from the lower school and 0.852 Km from the upper school  
2017 – 1188 preferences received ranking the school 1 – 6. Last child admitted lived 1.317 Km from the lower school and 1.367 Km from the upper school

From September 2017, the school will be operating on a single site.

**Admission 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.  
3. Distance from school. Those living nearest to the school, the distance being measured in a straight line from the centre of the upper school site, as measured by ordnance survey, and those living nearest each site being accorded the higher priority. [Proof of residence will be required; the offer of a place may be withdrawn if proof of residency is not met.]

Small Heath 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)’.

**Waiting Lists**

The school intends to hold waiting lists for any oversubscribed year group after the 1st September. Applications for inclusion on a waiting list must be made on the school’s appropriate form and they will be ranked according to our oversubscription criteria as described above. We have to admit any pupil who is the subject of a ‘direction’ by the LA or allocated to us according to the Fair Access Protocol and any such pupil will take precedence over the waiting list.

**Appeals**

If a child is not offered a place at our school the family/carer have the right to appeal to an independent panel. Appeal papers are available from the school. Please ensure that these are returned to the Clerk to the Appeals Panel via the school. If you are in any doubt please contact the school.

The Admissions Appeals Committee consists of:

1. 'Professional' member (with experience of education)  
1. 'Lay' member  
1. additional member who may be ‘professional’ or ‘lay’.
The business of the Committee is conducted strictly in accordance with guidance issued by the DfE, copies of which may be obtained from the Administrative Officer.

**Sixth Form**

**General principles**
We aim to offer a range of academic and vocational qualifications to our sixth form students and some of these require minimum grades at GCSE. Our policy is to ensure that students accepted into the sixth form can be placed on appropriate courses where they are likely to succeed. For this reason we ask all applicants to attend a meeting with a senior member of staff to discuss the most suitable courses of study. As part of this discussion you might be asked to show a relevant portfolio of appropriate work, for example in Art.

All students in Year 11 will be encouraged to apply for the sixth form and marketing materials are posted to the families of these students. We also accept applications from students wishing to transfer from another school.

**Definitions and Details**
Admission number Year 12: 150

Our admission number is dependent upon the number of places on each course offered.

Internal candidates should apply by the appropriate date stated in the current sixth form prospectus, available on our school website. Applications from external candidates should if possible, comply with dates given in the prospectus to enable us to plan courses effectively.

Candidates whose applications are refused are notified of their right to appeal.

**Academic requirements**
- For 3 A levels, a minimum of 5 grade Cs at full GCSE inc. En/Ma
- For 4 A levels, a minimum of 5 grade Bs at full GCSE inc. En/Ma

Some of our vocational courses and A level subjects have specific entry requirements which you can find on our website and we will be pleased to discuss any individual concerns about meeting these.

The initial offer guarantees a place only within the sixth form. Meeting the requirements of the course is no guarantee that the applicant will automatically be offered a place on his or her preferred choices.

**Oversubscription**
Where a particular course is heavily oversubscribed and we cannot run a parallel group the places will be offered to those candidates who have the better grades at GCSE or subject specific requirements. This will form a major part of the discussion
referred to above to determine the most appropriate course for an individual. We will offer alternative courses to any student affected by this criterion.

ST EDMUND CAMPION CATHOLIC SCHOOL & SIXTH FORM CENTRE
Sutton Road, Erdington, Birmingham, B23 5XA
Tel: 0121 464 7700
www.stedcamp.bham.sch.uk
Type: Voluntary Aided Catholic
Age range: 11–18
Published Admission Number: 186
DFE No: 330 4663
Number on roll: 896
Number on roll in Sixth Form: 121

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
Priority is given to practising Catholic applicants.

2015 – 548 preferences received ranking the school 1 – 6
2016 –530 preferences received ranking the school 1 – 6
2017 – 594 preferences received ranking the school 1 – 6

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. As 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. All parents are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of a parent who is not of the faith to apply for a place for their child at the school.
The governing body is the admissions authority and has responsibility for admissions to this school. The governing body has set its admission number at 186 pupils to be admitted to Year 7 in the school year which begins in September 2018. (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. 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 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). A map of the parish boundary is available at the school and parish or by post on request.

**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 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 that names the school MUST be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criterion.

**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 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 your child’s chance of being offered a place at this school.

**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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

**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 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 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 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, and Birmingham. B23 5XA. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supplies the coordinates 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 is considered to be a residential property that is the child’s only or main permanent residence and is either:
- Owned by the child’s parent(s);
- Leased to or rented by the child’s parent(s) under lease or written rental agreement of not less than twelve months duration.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

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 for the majority of the 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, ie Year 7 in September 2019, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2019 when applications open in the autumn term of 2018. 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.

**Change in preference**

Once parents have submitted their preference, they will not be allowed to change them without an exceptional change in their circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is submitted for an oversubscribed school, without an exceptional change in circumstances, then the application will be refused.

**Waiting list**

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 31st December 2018 and will then be discarded. Parents may apply to St Edmund Campion Catholic School for their child’s name to remain on the waiting list until the end of the academic year 2018/2019 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 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 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 governing body is empowered to give absolute priority to a child where admission is requested under the agreed fair access 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.

**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. Applications should be made to the school by contacting Mrs Kilmartin at St Edmund Campion Catholic School, Sutton Road, Erdington, Birmingham, B23 5XA and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.

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 Governing Body’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 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, or from the school’s website. Completed application forms must be returned to the school by February half-term 2018. 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. Admission to Year 12 is subject to students meeting the following minimum entry requirements:
1. Gaining a minimum of 30 points from a minimum of 7 GCSEs (or vocational equivalent) which must include English Language and Maths at a minimum of a Grade 5 (for 2018 entry only).

Grade Points Equivalent BTEC Level 2

A** 9
A* 8
Distinction * 7
A 6
Distinction 5
B 4
C 3
Merit 2
D 1
Pass 0

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.

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.

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 fewer than 80 pupils in the year group, the school will admit additional pupils up to this number using the oversubscription criteria set out below, providing that they have already completed Year 12 of the course and are transferring onto the same course with the same Exam Board.

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 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)
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 criterion.

**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.

**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.)

ST JOHN WALL CATHOLIC SCHOOL
Oxhill Road, Handsworth, Birmingham B21 9HH
Tel: 0121 554 1825
www.sjw.bham.sch.uk
Type: Voluntary Aided Catholic
Age range: 11–16
Published Admission Number: 120
DFE No: 330 4625
Number on roll: 602

*How to make an In-Year application*
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 2018*
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 information form for the school which is available from the school office or the local authority. 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.

- 2015 – 323 preferences received ranking the school 1 – 6
- 2016 – 330 preferences received ranking the school 1 – 6
- 2017 – 392 preferences received ranking the school 1 – 6

*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. As 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. All parents are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of a parent who is not of the faith to apply for a place for their child at the school.

**Admissions 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 governing body will give priority firstly to children who will have a brother or sister (see Note 4) 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).

A map of the parish boundary is available at the school and parish or by post on request.

**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 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 that names the school **MUST** be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criterion.

**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 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 your child’s chance of being offered a place at this school.

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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

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 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 5
The named feeder schools for Saint John Wall Catholic School are:

- Sacred Heart Catholic Primary School - Birchfield
- St Augustine’s Catholic Primary School - Handsworth
- St Chad’s Catholic Primary School - Newtown
- St Clare’s Catholic Primary School - Handsworth
- St Edmund’s Catholic Primary School - Springhill
- St Francis’ Catholic Primary School - Handsworth
- St Patrick’s Catholic Primary School - Ladywood
- St Teresa’s Catholic Primary School - Handsworth Wood
- The Oratory Catholic Primary School - Ladywood

The Parish areas for the feeder schools are as follows – Birchfield, Handsworth, Handsworth Wood, Newtown, Springhill and Ladywood.

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 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 is considered to be a residential property that is the child’s only or main permanent residence and is either:

- Owned by the child’s parent(s);
- Leased to or rented by the child’s parent(s) under lease or written rental agreement of not less than twelve months duration.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

- 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 for the majority of the 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, ie Year 7 in September 2019, then the original application is withdrawn and the parents must submit a further application the following year.

**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.

**Change in preference**

Once parents have submitted their preference, they will not be allowed to change them without an exceptional change in their circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is submitted for an oversubscribed school, without an exceptional change in circumstances, then the application will be refused.
**Waiting list**

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 31 December 2018 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 academic year 2018/2019 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 fresh application for Year 7 2019 when applications open in the autumn term of 2018. 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](https://www.gov.uk/government/publications/summer-born-children-school-admission)

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 the agreed fair access 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.

**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. Applications should be made to the school by contacting Mrs Nayyar or Mrs Sherrington and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.
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 Governing Body’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.

**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.)
ST PAUL’S SCHOOL FOR GIRLS
Vernon Road, Edgbaston, Birmingham B16 9SL
Tel: 0121 454 0895
www.stpaulgls.bham.sch.uk
Type: Voluntary Aided Catholic
Age range: 11–18
Published Admission Number: 165
DFE No: 330 4606
Number on roll: 1000
Number on roll in the Sixth Form: 185

How to make an In-Year application
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 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions. You will also be required to complete an additional information form for the school which is available from the school office or the local authority. Both must be completed 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.

2015 – 545 preferences received ranking the school 1 – 6
2016 – 653 preferences received ranking the school 1 – 6
2017 – 722 preferences received ranking the school 1 – 6

Statement
St Paul’s is a non-selective Catholic Girls’ School. The ethos of the school is Catholic. The school was founded by the Sisters of Charity of St. Paul the Apostle to provide education for girls of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic girls 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 Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for and be considered for a place here. Governors require that parents approach Parish Priests to support their application and confirm evidence of Baptism. A Supplementary Information Form for this evidence is available from St. Paul’s Catholic School for Girls and is to be returned to St. Paul’s Catholic School for Girls by parents on or before 31st October 2017, to assist the governors in applying the criteria stipulated below. The governing body is the admissions authority and has responsibility for admissions to this school. The governing body has set its admission number at 165 pupils to be
admitted to Year 7 in the school year which begins in September 2018. (See note 1 below).

**Admissions policy statement**
The admissions process for St Paul’s Catholic School for Girls is part of the Birmingham Local Authority co-ordinated admissions scheme. To apply for a place at St Paul’s Catholic School for Girls in the normal admissions round, an application must be made using the school admission application process of the local authority in which you live naming St Paul’s Catholic School for Girls on the application form. Applications need to be made by 31st October 2017. A Supplementary Information Form (SIF) must also be completed and returned directly to the school by the same date. (see note 2).

All applications which are submitted on time will be considered at the same time, after the closing date.

You will be advised of the outcome of your application on 1st March 2018, or the next working day, by the local authority on behalf of the school.

Please note that throughout this policy, the term parent relates to any individual with responsibility for a child for whom an application is being made.

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 shortest distance. (See Note 5)

**Criteria**

1. Baptised Catholic girls (see Note 2 below) who are looked after or previously looked after (See Note 3 below).

2. Baptised Catholic girls, who are siblings (see Note 4) (i.e. those who have sisters attending the school at the time of admission), whose application is supported by their Parish Priest on the Supplementary Information Form (see Note 2).

3. Non-siblings who otherwise fulfil Criterion No. 2.

4. Baptised Catholic girls, who are siblings (i.e. those who have sisters attending the school at the time of admission), not covered by Criteria 1-3 (inclusive).

5. Other Baptised Catholic girls not covered by Criteria 1-4 (inclusive).

6. Non-Catholic girls who are looked after or previously looked after (See Note 3 below).

7. Non-Catholic girls who are looked after or previously looked after (See Note 3 below).

8. Other non-Catholics.
Note 1
Girls with a Statement of Special Educational Needs/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 criterion)

Note 2
In all categories, for a girl to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/Reception 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 your daughter’s chance of being offered a place at this school.

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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

Note 4
For Catholic and non-Catholic girls the definition of sibling is:

- A sister sharing the same parents;
- A half-sister, where two girls share one common parent;
- A step-sister, where two girls are related by a parent’s marriage;
- Adopted or fostered girls

The children must be living permanently in the same household.

Note 5
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 gate). 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.
In a very small number of cases, where the school is oversubscribed, it may not be possible to decide between the applications of those girls who are the final qualifiers for a place, when applying the published admission criteria.

For example, this may occur when girls 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 girls would cause the Published Admission Number for the applicant’s year group to be exceeded, the local authority, on behalf of the Governing Body, will use a computerised system to randomly select the girl 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 is considered to be a residential property this is the child’s only or main permanent residence and is either:

- Owned by the child’s parent(s);
- Leased to or rented by the child’s parent(s) under lease or written rental agreement of not less than twelve months of duration.

Evidence of ownership or rental agreement may be required, plus proof of permanent residence at the property concerned.

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 for the majority of the 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 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 to 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 Headteacher.

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 2019, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2019 when applications open in the autumn term of 2018. 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 Governors to refuse their daughter a place in the school must 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 child to be admitted to a class outside of their normal year group had been refused, but the Governing Body has 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 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 appellant 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 according to the Local Authority’s co-ordinated admissions scheme.

Change in preference
Once parent/carers have submitted their preferences they will not be allowed to change them without an exceptional change in circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is submitted for an oversubscribed school, without an exceptional change in their circumstances, then the application will be refused.

Applications other than the normal intake to Year 7 (In-Year applications)
An application can be made for a place for a child at any time outside the normal admissions round. Applications should be made to the school by contacting Reception and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied. If there are no places available, the child will be added to the Waiting List (see below).

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

The Local Authority In-Year Application Form is available to collect from schools, or can be downloaded from the school website: www.stpaulgl.bham.sch.uk/Admissions; or

The Local Authority website: www.birmingham.gov.uk/schooladmissions

Waiting lists
Girls who have not been offered a place at St Paul’s Catholic 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 31st
December 2018 and will then be discarded. Parents may apply to St Paul’s Catholic School for Girls for their daughter’s name to remain on the waiting list until the end of the academic year 2018/19 when it will be discarded.

A girl’s position on a waiting list is not fixed. When a new girl 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 girl’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 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 policy**

The governing body of St Paul’s Catholic 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 the agreed fair access protocol.

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

**Definition of a “Baptised Catholic”**

(For use in the Criteria of Admission to Catholic Schools in the Archdiocese of Birmingham)

To establish clarity, consistency and fairness in the application of Criteria of Admission in Catholic Schools in accordance with the Trust Deed of the Archdiocese of Birmingham, it is necessary to define the description of a “Baptised Catholic” for the benefit of parents who are making applications and for governors who formulate and apply the criteria for admissions.

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 (i.e. Latin Rite, Byzantine Rite, Coptic, Syriac, etc, Cf. Catechism of the Catholic Church, 1203). 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 Right 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 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 Catholic 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 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).
Sixth form

Published Admissions Number: 2 External Candidates

St Paul’s is a non-selective Catholic Girls’ School. The ethos of the school is Catholic. The school was founded by the Sisters of Charity of St. Paul the Apostle to provide education for girls of Catholic families. 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 Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for and be considered for a place here.

Governors require that parents approach Parish Priests to support their application and confirm evidence of Baptism (see Note 4). A Supplementary Information Form for this evidence is available from St. Paul’s Catholic School for Girls and is to be returned to St. Paul’s Catholic School for Girls along with your application form, to assist the governors in applying the criteria stipulated below.

Every year a high proportion of St. Paul’s Catholic School for Girls pupils from Year 11 enter the Sixth Form to continue their studies. The school operates a sixth form for a total of 180 pupils. 90 places overall will be available in Year 12. Whilst the admission number is 2, if fewer than 88 of the school’s existing pupils transfer into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 90.

Applications for the Sixth Form should be made directly to the school using the application form available from St. Paul’s School for Girls. Completed applications must be returned to the school by 15 December 2017.

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 5 grade B (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 which is available from school or the school website.

When Year 12 is undersubscribed all applicants meeting the minimum entry requirements will be admitted or permitted to progress.
When there are more external applicants that satisfy any academic 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 90 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 shortest distance. (See Note 1)

1. Baptised Catholic girls (see Note 2 below) who are looked after or previously looked after (See Note 3 below).
2. Baptised Catholic girls from other schools and colleges.
3. Non-Catholic girls who are looked after or previously looked after (See Note 3 below).
4. Other non-Catholic girls.

Note 1
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 gate). 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.

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

For example, this may occur when girls 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 girls would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the girl to be offered the final place.

As an exception, the governing body will give careful consideration to offering places above the Admission Number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

The home address of a pupil is considered to be the permanent residence of a girl. The address must be the girl’s only or main residence for the majority of the school week. Documentary evidence may be required.
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 and proof may be requested.

**Note 2**
In all categories, for a girl to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/Reception should contact their Parish Priest.

**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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

**Note 4**
Catholic applicants should also complete a Supplementary Information Form (SIF). Failure to complete the SIF/provide evidence of Catholic Baptism/Reception may affect the criterion the student’s name is placed in.

**Appeals**
Parents who wish to appeal against the decision of the Governors to refuse their daughter a place in the school must apply in writing to Chair of Governors. Appeals will be heard by an independent panel.

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

**ST THOMAS AQUINAS CATHOLIC SCHOOL**
Wychall Lane, Kings Norton, Birmingham, B38 8AP
Tel: 0121 464 4643
www.stacs.org
Type: Voluntary Aided Catholic
Age range: 11–18
Published Admission Number: 210
DFE No: 330 4616
Number on roll: 1200
Number on roll in the Sixth Form: 200


How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
Priority is given to practising Catholic applicants.

2015 – 581 preferences received ranking the school 1 – 6
2016 – 613 preferences received ranking the school 1 – 6
2017 – 697 preferences received ranking the school 1 – 6

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. As 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. All parents are therefore expected to give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of a parent who is not of the faith to apply for a place for their child at the school.

Admissions 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 shortest distance (see Note 6).

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 7 below).
3. Baptised Catholic children (see Note 2 below) currently attending a named 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 of a member of staff working for St. Thomas Aquinas Catholic School (see Note 7 below).
7. Non-Catholic children currently attending a named feeder school (see note 5 below).
8. Other Non-Catholic children.
Note 1
Children with an Education, Health and Care (EHC) Plan that names the school **MUST** be admitted. This will reduce the number of places available to applicants. This is not an oversubscription criterion.

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 (in English or a certified translation). Those who face difficulties in producing written evidence of Catholic Baptism or Reception into the Church should contact their Parish Priest.

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 immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

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 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 5
The named feeder schools for St. Thomas Aquinas Catholic School are:
- Our Lady & St. Rose of Lima Catholic Primary School, Weoley Castle
- St. Brigid’s Catholic Primary School, Lumen Christi MAC, Northfield
- St. Columba’s Catholic Primary School, Lumen Christi MAC, Rednal
- St Edward’s Catholic Primary School, Selly Park
- St. James Catholic Primary School, Lumen Christi MAC, Rubery
- St. John Fisher Catholic Primary School, West Heath
- St. Joseph’s Catholic Primary School, Lumen Christi MAC, Kings Norton
- St. Paul’s Catholic Primary School, Lumen Christi MAC, Kings Norton
- St. Peter’s Catholic Primary School, Bartley Green

Note 6
Distances are calculated on the basis of a straight-line measurement between the child’s home address and the front gate (Wychall Lane). 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 Board of Directors, will use a computerised system to randomly select the child to be offered the final place.

The Board of Directors 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 is considered to be a residential property that is the child’s only or main permanent residence. The address must be the child’s only or main residence for the majority of the school week. Documentary evidence may be required.

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 for the majority of the week. Parents may be requested to supply documentary evidence to satisfy the Board of Directors 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.

**Note 7**

For the purpose of this policy, a ‘member of staff working for St. Thomas Aquinas Catholic School’ is defined as an individual who has been employed by St. Thomas Aquinas Catholic School (part of Lumen Christi Catholic Multi Academy) for two or more years prior to the application being submitted to the local authority, or where the staff member more recently been recruited to fill a vacant post where there is a demonstrable skill shortage.

**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 Board of Directors 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 Directors 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 Principal. 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 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 for a future year group, ie Year 7 in September 2019, then the original application is withdrawn and the parents must submit a fresh application for Year 7 2019 when applications open in the autumn term of 2018. Please note that parents only have the right to re-apply for a place. Where the Board of Directors 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**

Applications received after the closing date will only be considered alongside those received by the closing date under the following circumstances:

- The family were unable to complete an application form before the closing date because they moved into the school’s parish area after the issue of application forms OR
- The family were unable to comply with the admissions timetable because of exceptional circumstances which prevented the application arriving on time – the circumstances must be given in writing and attached to the Application Form.

**Change in preference**

Once parents have submitted their preference, they will not be allowed to change them without an exceptional change in their circumstances, for example, if the family has recently moved address or an older sibling has changed schools. All requests to change preferences should be made in writing to the Local Authority to whom the parents submitted the original application. Where a change of preference is submitted for an oversubscribed school, without an exceptional change in circumstances, then the application will be refused.

**Waiting list**

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 31st December 2018 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 2018/2019 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.

**In year fair access protocol**

The Board of Directors of Lumen Christi Catholic Multi 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 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 subject to the infant class size exceptions.
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. Applications should be made to the school by contacting St. Thomas Aquinas Catholic School and all families approaching the school will be given an application form. Where there are places available but more applications than places, the published oversubscription criteria, as set out for the normal round of admissions, will be applied.

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
St Thomas Aquinas Catholic School will admit up to 20 external candidates into year 12.
There is no charge or cost related to the admission of a child to this school.
St Thomas Aquinas Sixth form recruits the majority of students from Year 11 and a small yet increasing proportion from local schools.
Recruitment begins with the Sixth Form Open Evening in October and all applicants are then invited to a meeting discuss their subject choices in the Spring term and invited to attend a taster day for their chosen subjects before Easter. All applications must be made using UCAS Progress.

Entrance requirements
- AS courses – a minimum of 5 GCSEs at grade C 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 C and above usually to include Maths and English).
- Level 2 BTEC – 4 GCSEs grades A* to E
- Level 2 Diploma – 4 GCSEs grade A* to E

External Students
The admission process is the same as that for internal students.

Over subscription
Where applications for admission exceed the number of places available, the criteria will be applied as listed above.

Contact Address: Admissions, St. Thomas Aquinas Catholic School, Wychall Lane, Birmingham B38 8AP
**STARBANK SCHOOL**
Hobmoor Road, Birmingham, B10 9BT
Tel: 0121 464 2638
www.starbankprimary.co.uk
Type: Community
Age range: 4–16
Published Admission Number: 180
DFE No: 330 2179
Number on roll: 1323

*How to make an In-Year application*

**Admission Criteria**
For entry to Year 7 in September 2018, children on roll in Year 6 at Starbank Primary School will automatically transfer to Year 7 and therefore are not required to submit the school as a preference. However, parents and carers will be free to submit applications for Year 7 places at other schools.

*Oversubscription criteria for community schools*

*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.

**STOCKLAND GREEN SCHOOL**
Slade Road, Erdington, Birmingham, B23 7JH
Tel: 0121 566 4300
www.stocklandgreen.co.uk
Type: Academy
Age range: 11–16
Published Admission Number: 150
DFE No: 330 4206
Number on roll: 750

*How to make an In-Year application*

**How to apply for Year 7 in September 2018**
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 2015, 2016 and 2017 this school received more applications than there were places available.

- 2015 – 360 preferences received ranking the school 1 – 6. Last child admitted lived 10.340 Km from the school
- 2016 – 342 preferences received ranking the school 1 – 6. Last child admitted lived 1.166 Km from the school
2017 – 479 preferences received ranking the school 1 – 6. Last child admitted lived 1.138 Km from the school

**Admission 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 2018.
3. Children who live nearest the academy.

Stockland Green 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)’.

**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 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 complete an 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.

**SUTTON COLDFIELD GRAMMAR SCHOOL FOR GIRLS**

Jockey Road, Sutton Coldfield, B73 5PT
Tel: 0121 354 1479
www.suttcold.bham.sch.uk
Type: Academy Grammar (Girls)
Age range: 11–18
Published Admission Number: 180
DFE No: 330 4300
Number on roll: 1016
Number on roll in the Sixth Form: 209
**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 Local Authority about their admission arrangements for places in other year groups.

**How to apply for Year 7 in September 2018**

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**

- 2015 – 1151 applications ranking the school 1 – 6
- 2016 - 1174 applications ranking the school 1 – 6
- 2017 - 1129 applications ranking the school 1 – 6

**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 ‘Grammar Schools of Birmingham’ 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 2006 and 31 August 2007 are eligible to apply for admission in Year 7 in September 2018.

**Admission 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. Only girls who attain the required standard in the prescribed arrangements for selection are eligible to be considered for admission to the School. Where several candidates have the same score and only one place is available, offers will be made:

- firstly to looked after or previously looked after children
- second to students eligible for the Pupil Premium and
- lastly to those who live closest to the school.

Sutton Coldfield Grammar School for Girls 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)’.

**Students eligible for the Pupil Premium**

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

Parents / carers of children attracting the 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 the published closing date for test registration.

Waiting list
A Local Authority Waiting List of those girls who sat the test for admission in September 2018, 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, 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.

Appeals
If a parent / guardian is refused a place at a school for their child, they have the right to appeal to an independent Appeal Panel set up under the School Standards and Framework Act 1998. Appeals for Sutton Coldfield Grammar School for Girls with regards to Years 7-11 are administered by the School Admissions and Pupil Placements Service.

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 Local Authority 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 2018 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. 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, 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 an admissions test and the place will be awarded to the highest scoring candidate above a minimum standard.
Sixth Form

Policy and Procedural Arrangements for Sixth Form Admissions

Entry to Year 12 is on the basis of academic ability demonstrated by achievement at GCSE. The School’s Sixth Form is open to girls only.

Pupils in Year 11 at Sutton Coldfield Grammar School for Girls in 2017-18 do not need to make a formal application, as they will all receive a conditional offer of a place. For entry into Year 12 in September 2018, 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.

Places in the Sixth Form are offered on the basis of the following criteria:
- A minimum of grade 5 in English (Language not Literature) and Mathematics;
- A minimum of five different subjects graded at either A*-A or the new GCSE grades of 7-9;
- The availability of places in a subject, bearing in mind the total efficiency of the school;
- Predicted grades and mock examination grades from the current school;
- Acceptance of the Sixth Form Student-School agreement.
- In order to be able to take a particular subject in Year 12, a grade A-A* or 7-9 at GCSE in that subject is expected. Where the subject to be studied has not been taken at GCSE, a specified equivalent subject will be used as detailed below:

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Equivalent subject(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computing</td>
<td>Maths</td>
</tr>
<tr>
<td>Economics</td>
<td>Maths and English Language</td>
</tr>
<tr>
<td>Psychology</td>
<td>Biology</td>
</tr>
<tr>
<td>Sociology</td>
<td>English Language</td>
</tr>
</tbody>
</table>

Where places are oversubscribed, offers will be made on the following criteria (based on the best 8 GCSE results), subject to the total availability of places:
- Firstly to current students – in rank order of GCSE results.
- Second to looked-after children or previously looked-after children - in rank order of GCSE results.
- Third to Year 11 students from other schools – in rank order of GCSE results.

Where several candidates have the same GCSE examination results, and only one place is available, preference will be given:
- Firstly to students in receipt of Pupil Premium funding – in rank order of GCSE results (i.e. students 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 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.
Second to those who live nearest to the school, according to the straight-line distance between home and school – in rank order of GCSE results.

Conditional places will be offered based on predicted GCSE grades supplied by the applicant’s school. Places will be confirmed following the publication of GCSE results. The school holds a waiting list of applicants who meet the general academic requirements for admission to Year 12 but who, in accordance with the criteria given above, cannot initially be offered places.

Applicants need to bring proof of their GCSE results to the school by 3.30pm on GCSE Results Day. Students due to be away on this Results Day must make arrangements for their results to be sent to the school. If proof of results is not received by 3.30pm on Results Day, their conditional offer of a place may be withdrawn.

If places become available upon the publication of GCSE results, or if the number of students studying particular subjects falls below the maximum set sizes for the subjects, those applicants on the waiting list will be offered places in accordance with the admission criteria, in order of priority, revised in the light of actual GCSE grades.

**Entry into Year 13**

Year 13 is a separate point of entry. The Published Admissions Number for students from other Sixth Forms at Year 13 is 0. If students wish to make the transition from Year 12 at Sutton Coldfield Grammar School for Girls into Year 13, they must achieve a minimum of three C grades in their three best end of Year 12 school examinations.

**Exceptional Circumstances**

Where there are exceptional personal circumstances, the Headteacher reserves the right to award a place in the Sixth Form. This applies where it can be shown that these circumstances experienced in Year 11 or Year 12 have impacted detrimentally on a student’s examination performance and that they have the academic potential to study in Year 12 or Year 13 in the Sixth Form.

**SWANSHURST SCHOOL**

Brook Lane, Billesley, Birmingham, B13 0TW
Tel: 0121 464 2400
www.swanshurst.org
Type: Community (Girls)
Age range: 11–18
Published Admission Number: 300
DFE No: 330 4237
Number on roll: 1500
Number on roll in the Sixth Form: 300
**How to make an In-Year application**

**How to apply for Year 7 in September 2018**
An application must be made online at www.birmingham.gov.uk/schooladmissions.

**Previous admission pattern at the time of offer of places for Year 7**
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 734 preferences received ranking the school 1 – 6. Last child admitted lived 3.469 Km from the school
2016 – 714 preferences received ranking the school 1 – 6. Last child admitted lived 4.837 Km from the school
2017 – 811 preferences received ranking the school 1 – 6. Last child admitted lived 3.252 Km from the school

**Admission Criteria**
Read more about oversubscription criteria for community schools.

**Sixth Form**
Year 12 entry requirements for community schools.

**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.

**TILE CROSS ACADEMY**
Gressel Lane, Tile Cross, Birmingham, B33 9UF
Tel: 0121 566 6400
www.tisbham.org
Type: Academy
Age range: 11–16
Published Admission Number: 120
DFE No: 330 4244
Number on roll: 701

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

**How to apply for Year 7 in September 2018**
An application must be made online at www.birmingham.gov.uk/schooladmissions.

**Previous admission pattern at the time of offer of places for Year 7**
In 2015, 2016 and 2017 places were offered to all applicants.

**Admission 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 2018.
3. Children who live nearest the academy.

Tile Cross Academy 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)’.

**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 Academy. 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 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.

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**TURVES GREEN BOYS’ SCHOOL**
Turves Green, Northfield, Birmingham, B31 4BS
Tel: 0121 483 2890
www.tgbs.co.uk
Type: Community (Boys)
Age range: 11–16
Published Admission Number: 150
DFE No: 330 4188
Number on roll: 549

*How to make an In-Year application*

*How to apply for Year 7 in September 2018*
An application must be made online at [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions). or.

*Previous admission pattern at the time of offer of places for Year 7*
In 2015, 2016 and 2017 places were offered to all applicants.

*Admission Criteria*
Read more about [oversubscription criteria for community schools](#).
Note: Distances are calculated on the basis of a straight line measurement between the applicant's home address and the main school building.

TURVES GREEN GIRLS’ SCHOOL
Turves Green, Northfield, Birmingham, B31 4BP
Tel: 0121 464 8346
www.turvgng.bham.sch.uk
Type: Foundation (Girls)
Age range: 11–16
Published Admission Number: 150
DFE No: 330 4187
Number on roll: 561

*How to make an In-Year application*

*How to apply for Year 7 in September 2018*
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 2015, 2016 and 2017 places were offered to all applicants.

*Admission Criteria*
1. Looked after or previously looked after children.
2. Children with a sister already at the school who will still be in attendance in September 2018.
3. Children who live nearest the academy.

Turves Green 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)’.

*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 to complete an 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.

THE UNIVERSITY OF BIRMINGHAM SCHOOL
12 Weoley Park Road, Selly Oak, Birmingham, B29 6QW
Tel: 0121 796 5000
www.universityofbirmingham.org.uk
Type: Free School
Age: 11-18
Published Admission Number: 150
DFE No: 330 4014
Number on roll: 300
Number on roll in the Sixth Form: 322

How to make an In-Year application
The University of Birmingham School opened in 2015 with two year groups, year 7 and year 12. It will normally only admit children to these year groups but as children progress through the school, more year groups will open until in 2019 there will be children on roll in each year group from year 7 to year 13.

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
2015 – 1237 preferences received ranking the school 1– 6. Last child admitted from University of Birmingham 1.429 Km, Hall Green station 0.954 Km, Small Heath Station 1.240 Km and Jewellery Quarter station 1.639 Km.
2016 – 1587 preferences received ranking the school 1– 6. Last child admitted from University of Birmingham 0.985 Km, Hall Green station 0.812 Km, Small Heath Station 0.869 Km and Jewellery Quarter station 1.305 Km.
2017 – 1828 preferences received ranking the school 1– 6. Last child admitted from University of Birmingham 0.822 Km, Hall Green station 0.726 Km, Small Heath Station 0.689 Km and Jewellery Quarter station 1.155Km.

Admission Criteria

a) Looked-after children and children who were previously looked-after.
b) 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.
c) 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)

**Sixth Form**

For 2018/19, the University of Birmingham School will admit a minimum of 200 external students who meet the entry requirements into Year 12.

The University of Birmingham School will admit any pupils with either an Education, Health and Care Plan or a statement of Special Educational Needs naming the University of Birmingham School and who meets the minimum academic entry requirements.

To be eligible for entry into the Sixth Form both internal and external pupils will be expected to have met the minimum academic entry requirements for the Sixth Form. These are:
- Pupils will have at least 5 GCSEs at Grade B or above.
- Pupils will have at least a Grade C at GCSE in English and Mathematics.

In order to follow their chosen AS/ A-level course, pupils will be expected to have obtained at least a Grade B at GCSE in the subjects (or associated subjects) that they select to study. Grade requirements for each AS/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 paragraph 16, and their chosen AS/ 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 AS/ 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.

When there are more external applicants that satisfy any academic entry requirements, after the admission of pupils with either an Education, Health and Care plan or statement of Special Educational Needs naming the University of Birmingham School, priority will be given to applicants in the following order:

a) Looked-after children or children who were previously looked-after.
b) Children eligible for the Pupil Premium.

Definitions
- A looked-after child 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). Previously looked-after children are those who have been adopted, or have become subject to a child arrangement or special guardianship order.

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.

WASHWOOD HEATH ACADEMY
Burney Lane, Stechford, Birmingham, B8 2AS
Tel: 0121 675 7272
www.washwoodheath.com
Type: Academy
Age range: 4–18
Published Admission Number: 285
DFE No: 330 4084
Number on roll: 1296
Number on roll in the Sixth Form: 152

How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 862 preferences received ranking the school 1 – 6. Last child admitted lived 2.602 Km from the school
2016 – 863 preferences received ranking the school 1 – 6. Last child admitted lived 2.629 Km from the school
2017 – 1023 preferences received ranking the school 1 – 6. Last child admitted lived 2.524 Km from the school

Admission 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 2018.
3. Children who live nearest the academy.

Washwood Heath Academy 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)’. 
**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.

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**WAVERLEY SCHOOL**

311 Yardley Green Road, Birmingham, B9 5QA  
Tel: 0121 566 6600  
www.waverley.bham.sch.uk  
Type: Academy  
Age range: 4–19  
Published Admission Number: 180  
DFE No: 330 4009  
Number on roll: 1478  
Number on roll in the Sixth Form: 98

*How to make an In-Year application*

**How to apply for Year 7 in September 2018**

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 2015, 2016 and 2017 this school received more applications than there were places available.

- **2015** – 802 preferences received ranking the school 1 – 6. Last child admitted lived 0.802 Km from the school.
- **2016** – 967 preferences received ranking the school 1 – 6. Last child admitted lived 0.934 Km from the school.
- **2017** – 1388 preferences received ranking the school 1 – 6. Last child admitted lived 0.927 Km from the school.

**Admission Criteria**

**For entry to Year 7 in September 2018, 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 will be free to submit applications for Year 7 places at other schools.

Any remaining places for entry into Year 7 at September 2018 will be offered in accordance with the following admissions criteria:

1. Looked After or previously Looked After Children.  
2. Children with a brother or sister already at the school who will still be in attendance in September 2018.  
3. Children of staff.  
4. Children who live nearest to the school.
**Sixth Form Arrangements**
Contact the Academy for further details.

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

**WHEELERS LANE TECHNOLOGY COLLEGE**
Wheelers Lane, Kings Heath, Birmingham, B13 0SF  
Tel: 0121 444 2864  
www.wheelerslane.bham.sch.uk  
Type: Community (Boys)  
Age range: 11–16  
Published Admission Number: 130  
DFE No: 330 4193  
Number on roll: 635

*How to make an In-Year application*

**How to apply for Year 7 in September 2018**
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 2015, 2016 and 2017 this school received more applications than there were places available.

- 2015 – 377 preferences received ranking the school 1 – 6. Last child admitted lived 2.636 Km from the school
- 2016 – 506 preferences received ranking the school 1 – 6. Last child admitted lived 2.226 Km from the school
- 2017 – 563 preferences received ranking the school 1 – 6. Last child admitted lived 1.873 Km from the school

**Admission Criteria**
Read more about [oversubscription criteria for community schools](http://www.birmingham.gov.uk/schooladmissions).

**YARDLEYS SCHOOL**
Reddings Lane, Tyseley, Birmingham, B11 3EY  
Tel: 0121 464 6821  
www.yardleys.bham.sch.uk  
Type: Academy  
Age range: 11–16  
Published Admission Number: 180
How to make an In-Year application

How to apply for Year 7 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions.

Previous admission pattern at the time of offer of places for Year 7
In 2015, 2016 and 2017 this school received more applications than there were places available.

2015 – 941 preferences received ranking the school 1 – 6. Last child admitted lived 1.146 Km from the school
2016 – 911 preferences received ranking the school 1 – 6. Last child admitted lived 1.202 Km from the school
2017 – 989 preferences received ranking the school 1 – 6. Last child admitted lived 1.072 Km from the school

Admission 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 2018.
3. Children who live nearest the academy.

Yardleys Academy 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)’.

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.

ASTON UNIVERSITY ENGINEERING ACADEMY

ENGINEERING AND SCIENCE
Lister Street, Birmingham, B7 4AG
Tel: 0121 380 0570
www.auea.co.uk
Type: University Technical College
Age range: 14–19
Published Admission Number: 120
How to make an In-Year application

How to apply for Year 10 in September 2017
An application must be made online at www.birmingham.gov.uk/schooladmissions. The initial closing date for applications is 31 January 2018. Places will be offered on 6 April 2018.

Previous admission pattern at the time of offer of places for Year 10
For entry in September 2015, 2016 and 2017 places were offered to all applicants.

Statement
Aston University Engineering Academy is a 14-19 mixed University Technical College sponsored by Aston University and specialising in Engineering and Science.

The curriculum provides a unique blend of practical, applied and academic courses in Engineering and Science which are closely linked to industry. It also ensures that all students develop their knowledge, understanding and skills in business and the use of ICT. Students study Engineering, Science, English, Mathematics and Personal Development and can choose a Modern Foreign Language, Computer Science or Product Design. Students also undertake weekly Physical Education.

The academy runs an extended school day from 8.30am to 4.40pm Tuesday to Thursday and from 8.30am to 3.30pm on Friday. This ensures that all students make the most of independent study support and enrichment opportunities. As part of this, students participate in industry led projects competing in national competitions as well as activities such as sports and Duke of Edinburgh Awards. These curricula inspire our young people and motivate them to plan for jobs and careers in engineering and will open up clear progression routes into apprenticeships and higher education.

Admissions Policy
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 pupils with statements of Special Educational Needs where the Aston University Engineering Academy Birmingham is named on the statement, the criteria will be applied in the order in which they are set out below:

a. Looked After Children in the care of a local authority;
b. Distance between home address and the nodal point nearest to that address for 50% female students and 50% Male students. Distance will be calculated according to a straight line measurement between the applicant’s home and the nodal / measuring point (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 PAN for the year of entry will be divided equally across each of six nodal points across the city. 50% of the allocated PAN from each of the nodal points will be allocated to each gender. Should there be fewer than 50% of applicants for a given nodal point for each gender; the remaining places will be allocated to the applicants living closest to other nodal points of either gender.

The points have been selected to allow access to the academy for pupils living in a wider area than that local to the school. Railway stations have been selected as the nodal points for their obvious links to engineering, to allow a good geographical spread of points and to encourage pupils to use public transport when travelling to school. There is one nodal point in each of Birmingham’s six area networks. **The points selected are Hall Green Station, Moor Street Station, Perry Barr Station, Stechford Station, University Station and Wylde Green Station.**

**Waiting List**

If Aston University Engineering Academy (AUEA) is oversubscribed in any year group, all unsuccessful applicants will be placed on a waiting list and informed by AUEA. The list will operate in accordance with the oversubscription criteria defined for Year 10 and for Sixth Form and will operate until the end of the academic year. This will be maintained by AUEA.

**Appeals**

Aston University Engineering Academy will ensure that parents and relevant children will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the University of Birmingham School. The arrangements for appeals will comply with the School Admission Appeals Code. The determination of the appeal panel is binding on all parties. We will prepare guidance for parents and relevant children about how the appeals process will work and provide them with a named contact who can answer any enquiries they may have about the process.

**Sixth Form**

The Aston University Engineering Academy Birmingham operates a sixth form for a total of 360 students. 180 places overall will be available in Year 12 (the ‘Year 12 capacity’).

**The Pupil admission number (PAN) for Year 12 is 60.**

This is the number of places which will be offered on an annual basis to eligible external applicants. If fewer than 120 of the Academy’s own Year 11 pupils meet entry criteria and progress into Year 12, additional external pupils will be admitted until Year 12 meets its capacity of 180.

The Aston University Engineering Academy Birmingham has places for up to 360 students in the 16-19 age range who meet the minimum eligibility criteria of:

- GCSEs at Grades 9 to 5 including English with a minimum of Grade 6 in Maths and Science subjects
- Subject specific entry requirements as listed in Post 16 enrolment documents (e.g. Handbook)
Where courses are oversubscribed preference will be given to students with the highest GCSE grades in that subject/related subject. In the event that a tie break situation occurs, this will be decided by earliest date of application. If a course is full existing pupils at the Academy will be given priority for that course. External pupils will be offered alternative course options according to course availability. There will be a right of appeal to an Independent Appeals Panel for unsuccessful applicants.

At the time of writing, Aston University Engineering Academy is consulting on a proposal to lower its age range so that pupils will start in Year 9 rather than Year 10 from September 2018.

Admissions Year 9 Sept 18 Consultation
Proposed Changes to Pupil admissions age for Aston University Engineering Academy for September 2018

In application to the notification by Lord Nash (Parliamentary Under Secretary of State for the school system) for the potential for University Technical College (UTC’s) to start at an earlier age, Aston University Engineering Academy, a UTC proposes to change its pupil admission age from 14 years old to 13 years old. This would result in students entering the academy at Year 9, rather than the current position of Year 10.

The decision is based on the increasing demand from parents and increased number of schools which start their GCSE curriculum at either the start or part way through year 9.

Feedback from local head teachers, parents and students is that increasingly significant disruption and disengagement occurs when students currently leave for the UTC at the start of year 10, due to students having already started their GCSE courses.

Additionally the increased depth of the new GCSE curriculum from 2016/17 also evidences the increased time required to ensure that students make the maximum progress in their Level 2 studies.

The PAN will remain at 120 students.

BIRMINGHAM ORMISTON ACADEMY
Grosvenor Street, Birmingham, B4 7QD
Tel: 0121 359 9300
www.boa-academy.co.uk
Type: Academy
Age range: 14–19
Published Admission Number: 150
Number of pupils on roll: 1011
Number of pupils on roll in sixth form: 703
DFE No: 330 4000

How to apply for Year 10 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions. You will also be required to complete an additional form for the Academy which is available from the Academy or local authority. The final closing date for applications is 31 January 2018. Places will be offered by 6 April 2018.

Previous admission pattern at the time of offer of places for Year 10
Not applicable. Admissions are determined by aptitude.

Statement
Birmingham Ormiston Academy is an independent state-funded 14-19 academy specialising in Creative, Digital and Performing Arts. BOA is sponsored by Ormiston Trust and Birmingham City University together with founding partners Maverick TV and the BRIT School.

The academy opened September 2011 in a brand new landmark building, located at the hub of the digital and creative industries in the West Midlands. It has superb facilities for academic, vocational and extracurricular activities.

BOA is unique in both its admissions and approach to education. One hundred per cent selective based on aptitude within the specialism, the academy is at the forefront of the development of the arts and creative industries.

Outstanding teaching coupled with constant support and guidance underpins the students’ personalized learning experiences. The curriculum is designed to develop the specific identified talents, gifts and potential of each student. Performance, production, creativity and excellence is at the centre of their experiences.

Working in partnership with industry, our programmes of study are delivered by both excellent teachers and skilled professionals. Teaching is of the highest quality and students are able to apply their learning to the world of work.

Encompassing a full range of vocational, traditional and enrichment courses, our students have the opportunity to individualise their learning pathways. Gaining qualifications accepted by universities or career specific courses related to areas with the creative industry sector.

Although located in the heart of Birmingham, BOA is a regional academy admitting students from Birmingham and the local Authorities of Coventry, Dudley, Solihull, Sandwell, Walsall and Wolverhampton. Ten per cent of students are also admitted from outside the West Midlands region.
Admission Criteria
All applicants will be required to take an aptitude assessment. Places will be offered to all those who have demonstrated the relevant aptitude.

Post-16 Admission Criteria
BOA has places for 325 students in Year 12. There is an automatic right to transfer to the post 16 section of the school from Year 11.

After internal transfers, the admission criteria (in the above paragraphs) will be applied to external applicants. All external applicants will be required to take an aptitude assessment.

Admission number for external applicants: 175

WAVERLEY STUDIO COLLEGE
311 Yardley Green Road, Birmingham, B9 5QA
Tel: 0121 566 6600
www.waverleystudiacollege.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

How to apply for Year 10 in September 2018
An application must be made online at www.birmingham.gov.uk/schooladmissions or by using a Local Authority Preference Form. The final closing date for applications is 31 January 2018. Places will be offered by 6 April 2018.

Previous admission pattern at the time of offer of places for Year 10
All applicants offered for September 2016
All applicants offered for September 2017.

Any child with a statement of special educational needs/Education Health and Care Plan is required to be admitted to the academy that is named in the statement/plan. This gives such children overall priority for admission to the named academy. 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 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.
2 Students with a sibling on roll at the school at the time of the proposed admission.
3 Children of staff
4 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.
5 If after the application of the above over-subscription criteria, there are still places available; applicants will be prioritised by those whose home address is closest to the college site.

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 31 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 place 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 list.

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 will be administered by Birmingham City Council’s School Admissions Service. Go to https://www.birmingham.gov.uk/schooladmissions to complete an appeal form.
Admission Patterns for September 2017 (as at 1 March 2017)

2017 Admission Patterns

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<td>146</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Selly Park Technology College for Girls</td>
<td>140</td>
<td>3</td>
<td>1</td>
<td>35</td>
<td>N/A</td>
<td>101</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Shenley Academy</td>
<td>180</td>
<td>5</td>
<td>0</td>
<td>71</td>
<td>N/A</td>
<td>104</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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</tr>
<tr>
<td>Small Heath School</td>
<td>240</td>
<td>5</td>
<td>0</td>
<td>83</td>
<td>N/A</td>
<td>152</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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</tr>
<tr>
<td>St Alban’s Academy (ARK)</td>
<td>120</td>
<td>5</td>
<td>1</td>
<td>66</td>
<td>N/A</td>
<td>48</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>St Edmund Campion Catholic School</td>
<td>186</td>
<td>1</td>
<td>3</td>
<td>56</td>
<td>N/A</td>
<td>126</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>St John Wall Catholic School</td>
<td>120</td>
<td>0</td>
<td>0</td>
<td>29</td>
<td>N/A</td>
<td>91</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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</tr>
<tr>
<td>St Paul's School for Girls</td>
<td>165</td>
<td>1</td>
<td>0</td>
<td>30</td>
<td>N/A</td>
<td>134</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>St Thomas Aquinas Catholic School</td>
<td>210</td>
<td>1</td>
<td>1</td>
<td>69</td>
<td>N/A</td>
<td>139</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
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<tr>
<td>Starbank School (All through)- All Year 6 children offered all available places</td>
<td>180</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>School</td>
<td>PAN</td>
<td>LAC</td>
<td>PLAC</td>
<td>SEN</td>
<td>STAFF</td>
<td>SIB</td>
<td>DIST</td>
<td>SEL</td>
<td>FEE</td>
<td>PP</td>
<td>PLCD</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-----</td>
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<td>------</td>
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<tr>
<td>Stockland Green Technology College</td>
<td>150</td>
<td>4</td>
<td>3</td>
<td>57</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Sutton Coldfield Grammar School for Girls</td>
<td>180</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>180</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Swanshurst School</td>
<td>300</td>
<td>1</td>
<td>0</td>
<td>91</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Tile Cross Academy</td>
<td>120</td>
<td>0</td>
<td>0</td>
<td>21</td>
<td>N/A</td>
<td>41</td>
<td>N/A</td>
<td>N/A</td>
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<td>78</td>
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<tr>
<td>Turves Green Boys'</td>
<td>150</td>
<td>6</td>
<td>3</td>
<td>23</td>
<td>N/A</td>
<td>114</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>2</td>
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<tr>
<td>Turves Green Girls'</td>
<td>150</td>
<td>0</td>
<td>1</td>
<td>18</td>
<td>N/A</td>
<td>117</td>
<td>N/A</td>
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<td>N/A</td>
<td>N/A</td>
<td>8</td>
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<tr>
<td>University of Birmingham School</td>
<td>150</td>
<td>14</td>
<td>8</td>
<td>27</td>
<td>N/A</td>
<td>N/A</td>
<td>101</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Washwood Heath Academy</td>
<td>260</td>
<td>0</td>
<td>0</td>
<td>112</td>
<td>N/A</td>
<td>148</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Waverley School</td>
<td>180</td>
<td>7</td>
<td>1</td>
<td>95</td>
<td>N/A</td>
<td>77</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Wheelers Lane Technology College</td>
<td>130</td>
<td>1</td>
<td>1</td>
<td>27</td>
<td>N/A</td>
<td>96</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Yardleys School</td>
<td>180</td>
<td>2</td>
<td>0</td>
<td>90</td>
<td>N/A</td>
<td>88</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Key:**
PAN – Published Admission Number  
LAC – Looked After Child (child in care)  
PLAC – Previously Looked After child  
SEN – Education Health and Care Plan (Statement of Special Educational Needs)  
STAFF – Children of staff  
SIB – Sibling  
DIST – Distance  
SEL – Selective test  
FEE – Feeder  
PP – Pupil Premium  
PLCD – Placed
General information

School uniforms
Governing Bodies are responsible for deciding whether or not 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 2017–2018

The following dates are for all community schools in Birmingham.

For information about academy, foundation, grammar, voluntary aided and free schools please contact each school directly.

School Year 2017 to 2018

Autumn Term 2017

Term Starts: Monday 4 September 2017
Half Term: Monday 23 October 2017 to Friday 27 October 2017
Term Ends: Friday 22 December 2017

Spring Term 2018

Term Starts: Monday 8 January 2018
Half Term: Monday 19 February 2018 to Friday 23 February 2018
Term Ends: Thursday 29 March 2018

Summer Term 2018

Term Starts: Monday 16 April 2018
Half Term: Monday 28 May 2018 to Friday 1 June 2018
Term Ends: Tuesday 24 July 2018

School Year 2018 to 2019

Autumn Term 2018

Term Starts: Monday 3 September 2018
Half Term: Monday 29 October 2018 to Friday 2 November 2018
Term Ends: Friday 21 December 2018

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/schooladmissions](http://www.coventry.gov.uk/schooladmissions)
Coventry City Council
PO Box 15
Council House
Coventry
CV1 5RR
Tel: 024 7683 1613
Email: secondaryadmissions@coventry.gov.uk

Closing date for applications to transfer from primary to secondary school: 31 October 2017

**Dudley**
[www.dudley.gov.uk/admissions](http://www.dudley.gov.uk/admissions)
People Directorate
School Admissions Service
At time of writing Dudley School Admissions are due to relocate.
Tel: 01384 814223
Email: admissions.cs@dudley.gov.uk

Closing date for applications to transfer from primary to secondary school: 31 October 2017

**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

Closing date for applications to transfer from primary to secondary school: 31 October 2017

**Solihull**
[www.solihull.gov.uk/admissions](http://www.solihull.gov.uk/admissions)
Solihull Council
School Admissions
Council House
Manor Square
Solihull
B91 3QB
Tel: 0121 704 6693
Email: admissions@solihull.gov.uk

Closing date for applications to transfer from primary to secondary school: 31 October 2017

Staffordshire
www.staffordshire.gov.uk/admissions
School Admissions and Transport Service
2 Staffordshire Place
Staffordshire County Council
ST16 2DH
Tel: 0300 111 8000 (select option 4)
Email: admissions@staffordshire.gov.uk

Closing date for applications to transfer from primary to secondary school: 31 October 2017

Walsall
www.walsall.gov.uk
Admissions and Pupil Place Planning
Walsall Council
2nd Floor
Civic Centre
Darwall Street
Walsall
WS1 1TP
Tel: 01922 652 585
Email: secondary.admissions@walsall.gov.uk

Closing date for applications to transfer from primary to secondary school: 31 October 2017

Warwickshire
www.warwickshire.gov.uk/admissions
Warwickshire Admissions Service
Saltisford Office Park
Ansell Way
Warwick
CV34 4UL
Tel: 01926 414143
Email: admissions@warwickshire.gov.uk

Closing date for applications to transfer from primary to secondary school: 31 October 2017
Wolverhampton
www.wolverhampton.gov.uk/admissions
School Admissions and Transport Section
Wolverhampton City Council
Civic Centre
St. Peter’s Square
Wolverhampton
WV1 1RR
Tel: 01902 551122
Email: schooladmissions@wolverhampton.gov.uk

Closing date for applications to transfer from primary to secondary school: 31 October 2017

Worcestershire
www.worcestershire.gov.uk/schooladmissions
School Admissions
Prime House
Woodbury Lane
Norton
Worcester
WR5 2PT
Tel: 01905 678200
Email: primeschooladmissions@babcockinternational.com

Closing date for applications to transfer from Primary to Secondary schools, and from Middle to High Schools: 31 October 2017

Other useful contacts

Archdiocese of Birmingham (RC)
Diocesan Education Service
www.bdes.org.uk
Diocesan Education Service
Don Bosco House
Coventry Road
Coleshill
B46 3EA
Tel: 01675 464755

Diocese of Birmingham (CE)

Diocesan Board of Education,
1 Colmore Row
Birmingham
B3 2BJ
Tel: 0121 426 0418
Advisory Centre for Education
ACE Education Advice & ACE Education Training
72 Durnford Road
London
N11 2EJ
Tel: 0300 0115 142
www.ace-ed.org.uk

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

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

Travel Assist
Travel Assist
PO Box 16541
Birmingham
B2 2DD
Tel: 0121 303 2450/ 4425/ 4955
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:
Website: www.compare-school-performance.service.gov.uk/
Website: www.gov.uk/government/organisations/ofsted
Data Protection Policy

Your guide to data protection
The Data Protection Act 1998 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,
Wilsnslow,
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

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 2017), 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

We hope that this booklet 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 Service is always working to improve its procedures and the information it provides. If you wish to make written comments then please contact us at:

www.birmingham.gov.uk/schooladmissions