

# **Admissions Policy**

## **(for September 2024, 2025, 2026 Intake)**

**Smith's Wood Academy**  
**Part of Fairfax Multi-Academy Trust**

<b>Document Owner:</b>	Stephen Huntington, Principal
<b>Ratified By:</b>	Academy Local Association
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## 1. Admission arrangements for 2024-2025

Our admissions process forms part of Solihull Council coordinated scheme. Applications should be made to Solihull Council.

The school's admission number is 210. If the number of applications is lower than the school's admission number, all applicants will be admitted. If there are more applications than places available then all applications will be given a priority from the oversubscription criteria and places will be offered in priority order.

## Determined Admission arrangements for 2026 – 2027

The school's admission 2026-2027 number is 180. If the number of applications is lower than the school's admission number, all applicants will be admitted. If there are more applications than places available, then all applications will be given priority from the oversubscription criteria and places will be offered in priority order.

## 2. Oversubscription criteria

**Priority 1** Looked after children and previously looked after children who are now adopted or subject to a residence order or special guardianship order. This includes those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**Priority 2** Children whose exceptional circumstances can only be met by that particular school

**Priority 3** Children who normally live in the catchment area of the school

**Priority 4** Children who have a brother or sister at the school at the same time

**Priority 5** Other children, measured in a straight line from the child's home

1. Children with an education, health and care plan that names Smith's Wood Academy will be offered a place first. This will reduce the number of places available.
2. Applications with exceptional social or medical reasons must be supported by independent professional evidence. The Cabinet Member Advisory Group for Admissions will consider applications and evidence and make recommendations to Cabinet Member, who will grant priority 2 to applications with exceptional social or medical reasons.
3. Under priority group 4 a brother or sister must live at the same address and could be:
  - A brother or sister sharing the same parents;
  - a half-brother or half-sister, where two children share one parent;

- a stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
- the separate children of couples who live together; or
- an adopted or fostered brother or sister.

4. If possible, places will be offered at the same school to twins, triplets and children from other multiples births

5. If a priority group has more applicants than places available priority will first be given to those with an older brother or sister at the school and then to those living nearest the school (measured in a straight line from home to school).

6. Distances are measured by the Council's admissions system. The admissions system uses six-figure grid references provided by the Local Land and Property Gazetteer (LLPG). The grid references provide a unique point on each property. The grid reference for the school will be the main pedestrian gate if there are more than one.

7. If two or more applications in the same priority have the same distance, but only one place can be offered, a computerised random allocation system will be used to decide which applicant has the highest priority.

8. The home address is the place where the child is permanently resident with his or her parents. If care is shared between two parents, you will need to provide a copy of the court order defining the arrangement to the council. In the absence of a court order, the council will use the address of the parent who is in receipt of the child benefit. You will need to send a copy of your child benefit award for the last two years.

9. Applications received after the closing date are late and will not be processed until after the applications that were received on time. If the school is undersubscribed any applications received after the closing date must be admitted.

10. Waiting lists are produced in strict order of priority, according to the oversubscription criteria and managed by Solihull Council. Parents must email the council every half term to keep their child's name on the list. As each child is added to the waiting list, lists are ranked again in priority order.

11. Applications for a school place at any time other than the normal time for admission (in-year admission) should be made to Solihull Council. If there is a vacancy in the relevant year group a place will be offered. If the year group is full the application will be given a priority and put on the waiting list.

12. The Governing Body recognises its duty to comply with the Local Authority Fair

Access Protocol to provide fair access to school for pupils who need a school place because they have missed, or are at risk of missing, education.

13. Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school should contact School Admissions at Solihull Council. Appeals will be heard by an independent panel.
14. Parents may seek a place for their child outside of their normal age group. The request should be supported by professional evidence explaining why it is in the child's best interest to be admitted outside the normal age range. A decision as to whether this is an appropriate course of action will be made by the Principal in conjunction with the Governing Body. 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.