



**NESTON**  
HIGH SCHOOL

# Admissions Policy

2024-2025



# DETERMINED ADMISSIONS ARRANGEMENTS

For admission into Year 7 and 12 in September 2024

## Neston High School

Neston High School is an 11-18 school with Academy status. The Governing Body is the admissions authority and the admission limit for September 2024 is 300 places.

The Governor's admission policy on the allocation of places at Neston High School follows the Cheshire West and Chester Local Authority model. Advice on the appeals procedure should the parents not be satisfied with the allocation, appears in the Authority's booklet "Transferring to Secondary School – Applying for Secondary School Places." This booklet is available on request from Cheshire West and Chester Council and can be viewed on the Council's website [www.cheshirewestandchester.gov.uk/admissions](http://www.cheshirewestandchester.gov.uk/admissions)

Admission appeal forms for the school are available from the school directly on request.

### Oversubscription criteria

Where more applications are received than there are places available and after the admission of pupils with Statements of Special Educational Needs where the school is named in the Statement, preferences, together with any supporting information, will be considered in accordance with the school's published oversubscription criteria as follows:

1. **A 'Looked After Child'** - or a child who was previously looked after but ceased to be so because they were adopted (or became subject to a child arrangements 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).
2. **Siblings** – pupils with elder brothers or sisters, step-brothers or step-sisters, half-brothers or half-sisters, adopted brothers or adopted sisters **living together** as part of one household, already attending the preferred school (in Years 7 - 13) at the time of admission.
3. **Children resident within the designated catchment zone of the school.** Children will be classed within this category if they and their parents/carers are resident within the area served by the school on the closing date for applications.
4. **Children of staff employed by the school** who have been employed for 2 or more years by the 1<sup>st</sup> September of the year of entry.



5. Children not resident within a school's local catchment zone but **attending a school designated as a partner school for admissions purposes**, as out-of-zone pupils.
- ✦ Barnston Primary School
  - ✦ Bishop Wilson CE Aided Primary School
  - ✦ Brookhurst Primary School
  - ✦ Childer Thornton Primary School
  - ✦ Gayton Primary School
  - ✦ Heswall Primary School
  - ✦ Little Sutton Church of England Primary School
  - ✦ Neston Primary School
  - ✦ Parkgate Primary School
  - ✦ Poulton Lancelyn Primary School
  - ✦ Raeburn Primary School
  - ✦ St Peter's Church of England Primary School
  - ✦ Sutton Green Primary School
  - ✦ Thornton Hough Primary School
  - ✦ Willaston CE Primary School
  - ✦ Woodfall Primary School
6. **Pupils living nearest to the school** – distances are measured using Ordnance survey mapping in conjunction with Local Land and Property Gazetteer (LLPG) to identify each property and each school. A straight-line measurement in miles is taken from the place of residence to the preferred school to calculate the distance.

Where a school cannot accommodate all pupils qualifying under one of the criteria stated above, the following criteria will also be applied to determine priority for admission. For example, if a school cannot accommodate all *siblings* for whom an application has been received, all sibling applicants will be prioritised in the order of:

- ✦ Siblings (criterion 2) who live within the school's designated catchment area (criterion 3)
- ✦ Siblings (criterion 2) who do not live within the school's designated catchment area (criterion 3) but attend a partner primary school (criterion 5)
- ✦ Siblings (criterion 2) who do not live within the school's designated catchment area (criterion 6)

All applicants within each criterion will be put into a distance order with priority being given to those that live nearest to the school, as stated in criterion 6 above.

Where it is identified that there are a limited number of places available, and the Governing Body cannot differentiate between the applications using the nearest school criterion (criterion 6) a random allocation tie-breaker drawn by lots will be applied. This may be required for example, where applicants reside in the same block of flats or are children of a multiple birth living at the same address.

In relation to children of multiple births, it may exceptionally be necessary to offer places over the published admission number. This is to ensure as far as possible siblings (twins, triplets or children from other multiple births) can attend the same school.

Proof of address and residency may be required and the Trustees retain the right to withdraw any place offered on the basis of a fraudulent or intentionally misleading application.

### **CATCHMENT ZONE**

The catchment zone for the school can be viewed by visiting [www.cheshirewestandchester.gov.uk](http://www.cheshirewestandchester.gov.uk) > Apply for a School Place> Catchment Areas> Secondary School Catchment Areas> Neston High School.

### **CHILDREN OF MULTIPLE BIRTHS**

In relation to children of multiple births, exceptionally it may be necessary to offer places over the published admission number. This is to ensure that, as far as possible, siblings (i.e. twins, triplets or children from other multiple births) can attend the same school. However, the School Admissions Code (December 2014) allows the admittance of a sibling in the same school year (i.e. twins, triplets or children from other multiple births) as a permitted exception where one sibling can be offered and not the other.

### **CHILDREN OF UK SERVICE PERSONNEL**

Places will be allocated in advance of the family arriving in the area for children of UK service personnel, if accompanied by an official government letter which declares a relocation date and a Unit postal address or quartering area address for considering the application against the school's oversubscription criteria.

### **PARENTS AND CARERS WITH SHARED RESPONSIBILITY FOR A CHILD**

Where parents or carers have shared responsibility for a child the place of residency will be determined as the address where the child lives for the majority of the week (e.g. where the child wakes up between Monday to Friday). Full details of the arrangements must be included on the application form to enable the Governors to decide which address to use for admission purposes.

### **MOVING HOUSE**

Parents and carers **must** inform the school immediately of a change of address, even if details of a future change of residency were included on the application form as this may change a child's priority for the school. The school will require supporting evidence to show that the place of residency has changed, for example completion of sale, tenancy agreements, council tax and utility bills and any other information considered relevant to the application, including disposal of previous property. In addition, proof that the child now resides at the new property will be required i.e. Child Benefit or Child Tax Credit. For normal admission into Year 7 at Neston High School, supporting evidence must be received by the date as stated in Cheshire West and Chester Local Authority's booklet – Transferring to Secondary School – Applying for Secondary School Places.

### **WAITING LISTS**

Late applications for places will be considered after all applications received on time

Repeat applications will not be considered within the same school year, unless the parents' or school's circumstances have changed significantly since the original application was made.

Waiting lists for the normal admission rounds will be held in admission criteria order and not on a 'first come, first served' basis. Any vacant places will be reallocated to children held on a school's waiting list. The waiting list will be kept open until the end of the Autumn term. Placing a child's name on a waiting list does not affect the statutory right of appeal.



**Normal Admission Round:** The normal admission round refers to applications made for admission into the relevant age group i.e. year 7 in a secondary school where admission would be the normal point of entry to the school in September.

**In-Year Applications:** In-year applications are those received after the first day of the school year into the relevant age group or into any other year group. Waiting lists will be held for in year applications in the same criteria order as they are held at the standard Year 6 > Year 7 entry point. Any student declined an in-year place at Neston High School will automatically be added to the school's waiting list.

## **ADMISSIONS TO YEAR 12**

All Neston High School students have the opportunity to apply for a place in the Sixth Form dependent on meeting the entry requirements of individual courses and having a good attendance and punctuality record. In addition to places available for students already in the School, there will be a number of places available for students from other schools. The admission number for the admission of external candidates is 40 places, which is in addition to places available for students already in the school. This number relates to the admission of external candidates only and is based on an estimate of the maximum number of external candidates likely to be admitted, although it would be acceptable to exceed this if demand for available courses can be met. In addition to entry requirements, all students applying to Sixth Form from other schools will be expected to demonstrate excellent attendance combined with positive academic references from their current school supporting their ability and dedication to succeed in Level three qualifications.

Please refer to the sixth form webpage for course entry requirements and application forms.

Applications for admission to Year 12 of Neston High School are dealt with by the school in line with the relevant published admission arrangements.

All students will be expected to show a willingness to participate in and contribute to extension studies and chosen courses, to uphold and enrich the ethos of post 16 education in the School, characterised by hard work, friendly working relationships, a lively and stimulating environment, academic excellence and outstanding achievement of many kinds.

Students must meet the entry requirements for the sixth form and individual courses.

Any student who has not met the minimum entry requirements for a place in Year 12 has the right of appeal. On results day, a covering letter identifying any extenuating circumstances behind students not reaching the entry requirements will be considered by a review panel who will review the case and reply in writing with a decision of whether or not the student will be offered a place.



## MINIMUM ENTRY REQUIREMENTS FOR YEAR 12

- ✦ Applicants are required to have at least 5 passes at GCSE grade 4-9 to join the sixth form, however most A Level subjects require students to have grade 5 in Maths and English.
- ✦ All applicants must meet the minimum requirements for the subjects they wish to study. For the majority of subjects this would be a grade 6 at GCSE in the specific subject
- ✦ Please refer to entry requirements on the school website.

## LATE APPLICATIONS

- ✦ Students who make late applications to the Sixth Form may still be considered, especially where there are unavoidable reasons for missing the deadline.
- ✦ Please do not hesitate to contact the Sixth Form Office if you have any queries regarding your application.

## OVERSUBSCRIPTION CRITERIA FOR YEAR 12 ENTRY

The same oversubscription criteria will be used as for entry into year 7 for all pupils. (excluding criteria 5 – partner Primary schools)

