



**WALES HIGH SCHOOL
ACADEMY TRUST**

ADMISSIONS ARRANGEMENTS 2024/25

REVISION DATE	APPROVED BY	DATE OF APPROVAL
November 2022	Governing Body	November 2022

Policy to be reviewed annually

All policies are available on the school website

Admissions Arrangements for Entry to School 2024/25

Name of School: Wales High School

Admissions Authority: Wales High School Academy Trust

The Published Admission Number for entry to Year 7 for Wales High School is: 310

Places will be offered in accordance with Rotherham Local Authority co-ordinated admissions schemes for secondary schools.

Children issued with an Education and Health Care Plan will gain a place at the school named in the plan as part of that process.

Information on the catchment area for the school can found via [RMBC mapping](#), obtained by contacting the School Organisation Team on (01709) 254831 or on the Local Authority website at:

[Finding and choosing a school – Rotherham Metropolitan Borough Council](#)

Catchment area list of streets can be seen at appendix 1

Admissions Criteria

A) Children with Special Educational Needs:

A small number of children will have an Education Health Care Plan that names the school and these children must be admitted to the school if named as part of that process.

The majority of children with special educational needs will not require an Education Health Care Plan. Applications for children who have special educational needs but no Education Health Care Plan, will be considered on the basis of the admission authority's published admissions criteria.

B) For all other applications places will be allocated in the following order of priority:

- 1 Looked After Children and previously Looked After Children (see note (a) below).
- 2 Children who, on 30 November 2023, have a specific medical reason, confirmed by a medical practitioner, which Wales High School is satisfied makes attendance at **this particular school** essential. Parents should ensure that they provide full supporting information to be considered along with their application.
- 3 Children who, on 30 November 2023 have a compelling social reason which Wales High School is satisfied make attendance at **this particular school** essential. The kind of overriding social reasons which could be accepted are where there is evidence that the children's education would be seriously impaired if he or she did not attend this school. Parents should ensure that they provide full supporting information to be considered along with their application.

*** Please note: Very few cases are agreed annually on exceptional medical or social grounds*

- 4 Children who, on 30 November 2023, live in the catchment area of the school as defined by Wales High School and it is expected will have an older brother or sister on the roll of this school in Years 8-11 at the start of the academic year 2024 (see notes (b), (c) and (d) below)

- 5 Children who, on 30 November 2023, live in the catchment area of this school as defined by Wales High School (see note (b) below)
- 6 Children who, on 30 November 2023, it is expected will have an older brother or sister on the roll of this school in Years 8-11 at the start of the academic year 2024 (see notes (c) and (d) below)
- 7 a) Children who, on 30 November 2023, are on the roll of one of our associated primary/junior/junior and infant catchment area schools as identified by Wales High School. (see note (g) below)
- 8 Children who, on 30 November 2023, live nearest to the school measured by a straight line on a horizontal plane, (commonly known as measurement “as the crow flies”).

Notes

- a) A ‘relevant looked after child’ is a child that is looked after by a local authority in accordance with Section 22 of the Children Act 1989 at the time an application for admission to a school is made, and who the local authority has confirmed will still be looked after at the time when he/she is admitted to the school.

Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). All references to previously looked after children mean such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and 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.
- b) Places will be allocated based on your residential address on **30 November 2023**. Therefore, you must notify Wales High School in writing if you change address before this date. You may be asked to provide proof of residence (e.g. utility/council tax bill). Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residency at the property concerned. Wales High School reserves the right to request an affidavit where there is uncertainty regarding a child’s ordinary place of residence.
- c) For a child to be considered a sibling, one of the following conditions must exist: (you may be asked to provide proof e.g., Birth Certificate and proof of residence)
 - brother/sister to be permanently resident at the same address.
 - stepbrother/stepsister to be permanently resident at the same address.
 - half-brother/half-sister to be permanently resident at the same address.
 - brother/sister who do not live at the same residence but, who share the same parents.
 - child of the parent/carer’s partner to be permanently resident at the same address.
 - adopted brother/sister permanently resident at the same address
 - foster brother/sister resident at the same address
- d) Children with an older brother or sister on the roll of a school which has a sixth form will be considered as having a sibling at the preferred school if the older child is in Y11 or Y12 on *30 November 2023*

- e) Where the published admission number for the school is likely to be reached mid category, places will be prioritised within that category by reference to the distance between the home address and the school. Highest priority will be given to those who, on 30 November 2023, live closest to the school measured in a straight line on a horizontal plane (commonly known as measurement, “as the crow flies”). Distance measurements are calculated using a Geographical Information System which applies seed points as determined by Ordnance Survey. Measurements are taken from the seed point of the ordinary place of residence to the seed point of the school. Where the school has more than one seed point, the seed point closest to the geographical centre of the school site is used.
- f) Where places are being allocated based on the distance criteria or as part of the distance tie breaker, and there are insufficient places within the admission number for two (or more) children living in the same building (e.g. flats) or otherwise equidistant from the school, then any final place will be allocated by the simple drawing of lots by an appropriately qualified person independent of Wales High School.
- g) Where applications are received for twins, triplets, siblings born in the same academic year etc these will be treated equally as there is nothing within the admission criteria to distinguish between them.
- h) Children of UK service personnel (UK Armed Forces) – For families of service personnel with a confirmed posting to their area, or crown servants returning from overseas to live in that area, Wales High School must allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address when considering the application against their oversubscription criteria. This must include accepting a Unit postal address or quartering area address for a service child. Wales High School must not refuse a service child a place because the family does not currently live in the area, or reserve blocks of places for these children.
- i) Where a place is sought for a child outside of their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health, Wales High School will consider the circumstances of each case and take account of the best interests of the child concerned. This will take account of the parent’s views, relevant information about the child’s academic, social and emotional development, medical history and the views of a medical professional, whether the child has been previously educated out of their normal age group and whether they may naturally have fallen into a different age group if it were not for being born belatedly or prematurely. Wales High School will also take into account the views of the Headteacher and when informing a parent of the decision, Wales High School will set out clearly the reasons behind the decision. Where Wales High School agrees to a parental request for their child to be admitted out of their normal age group, the application will be processed as part of the main admissions round, unless the parental request is made too late for this to be possible, and determine the application on the basis of the admission arrangements. Where the application is unsuccessful, the statutory right for parents to appeal against the refusal of a place at a school that is not in their preferred age group does not apply.

j) **Associated Primary Schools for Wales High School**

Below is a list of our catchment area and associated Primary, Junior and Junior and Infant Schools.

- Anston Hillcrest
- Harthill
- Kiveton Park Meadows
- Thurcroft
- Todwick
- Wales

Waiting Lists

On the National Offer Day of 1 March 2024, a waiting list is established where the number of applications for Wales High School has exceeded the available places in Year 7.

The Local Authority Admissions Team will administer the waiting list on behalf of Wales High School which will operate until the 31 December 2024 when it will cease.

The child's name will automatically be put on the waiting list for a school where they have not been made an offer of a place and where that school is named as a higher preference than the school at which an offer has been made.

Children's positions on the waiting list will be determined solely in accordance with the oversubscription criteria, with no reference to the date of receipt of the application. The waiting list will be re-ordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list. Should a place become available it will be allocated to the child whose name is at the top of the waiting list on the day that the Local Authority receives written confirmation of the vacancy.

In-year Admissions – Transferring School During the School Year

Any application for an in-year school transfer should be made via the Local Authority Admissions Team in the first instance. The Local Authority will co-ordinate in-year transfers with Wales High school who are the admissions authority. Further information and the relevant application form is available on the Authority website:

[Transferring School during the school year – Rotherham Metropolitan Borough Council.](#)

A paper copy of the application form can be requested from the Admissions Team:

Telephone 01709 823777 or E-mail admissions.enquiries@rotherham.gov.uk

If you are moving homes, please apply in advance of your move to reduce the risk of your child being out of school while your application is processed. You will need to provide details of your new address and when you intend to move.

You are advised to discuss your transfer request with a member of staff at your child's present school.

The Local Authority Admissions Team will record all in-year transfer applications and will forward your application via secure email for consideration by Wales High School as the admissions authority.

- Applications received will be forwarded to Wales High School on the day of receipt where possible, or the following working (school) day.
- Applications received during a weekend or bank holiday or during school holidays will be forwarded to Wales High School on the next working (school) day.

It is not possible to process any applications during school holidays and your application will be considered as soon as Wales High School re-opens. Schools are required to respond to in-year transfer requests within a **maximum of 15 school days** from receipt of the application therefore, although in-year applications may be forwarded to Wales High School during school holiday periods, it is unlikely that you will be notified of the outcome of your application until the school re-opens and the 15 school day response time commences.

In many cases a child will transfer to a new school only at the beginning of a new term, unless there is agreement by all concerned that the transfer should take place earlier. Until the transfer arrangements have been approved it is expected that your child will continue to attend their present school.

Parents can make applications up to one term before the date when they would like their child to start at Wales High School. Parents can apply from the 1 May onwards for Admission in the following September. Any application for admission in the following September which is received prior to this date will be considered as having been received on 1 May.

You will be notified in writing of the outcome of your application. This decision will usually be sent on behalf of the Wales High School Trustees (as the Admissions Authority) by the Local Authority Admissions Team.

It should be noted that repeat applications made for entry to the same year group at the same school will not be considered unless there has been a significant and material change of circumstances which is relevant to the application for admission.

Information on Appeals

Wales High School, as the admission authority is responsible for appeals. Where it is not possible to offer your child a place at the school you have applied for, you will receive a letter advising you of the reasons for this decision. This will usually be sent on behalf of the Wales High School Trustees (as the admissions authority) by the Local Authority Admissions Team.

All parents/carers have the right of appeal to an independent appeal panel if you have received written confirmation that it has not been possible to offer your child a place at the schools you have applied for.

All independent appeals are organised by an Appeals Clerk and follow procedures, which are set out in legislation and the School Admission Appeals Code of Practice. The Appeals Clerk, Panel and process are independent of Wales High School.

Important requirements to note are:

- Appeals must be in writing stating the grounds on which the appeal is made;
- every parent has the right to attend the independent appeal in order to make their case;
- the parent can be accompanied by a friend or be represented by them;
- independent appeals are heard in private;
- the decision of the Appeals Panel is binding on both parents and Wales High School;
- parents will receive written notification of the Appeals Panel decision.
- Dates – (parents will be advised at the earliest opportunity of appeal dates by the Clerk)

General Information on Appeals

A separate document containing details of the appeals procedure is available from the Rotherham Local Authority to parents whose applications could not be satisfied.

Any member of Wales High School may attend, as an observer, any hearing by an Independent Appeal Panel established by the Local Authority.

Parents will be given at least 14 days written notice of the date, time and place of the appeal hearing and will receive prior to the appeal, written documentation summarising the reasons for refusing the admission.

If a parent does not attend the appeal or is not represented by another person the hearing may be held and the case dealt with in the absence of the parent using only the written documentation submitted.

In some cases, parents who are not successful at the appeal occasionally consider applying again for the same school in the same academic year. Unless there has been a significant and material change of circumstances which is relevant to the application for admission, Wales High School is not required to reconsider its decision and therefore parents do not have the right of another appeal.

Further information is available at:

<https://www.rotherham.gov.uk/schools-schooling/school-admission-appeals>.

Email schoolappeals@rotherham.gov.uk

FIND YOUR CATCHMENT AREA SCHOOL

You can use the catchment map to find your catchment area school.

- Visit [RMBC Mapping](#)
- Close the disclaimer
- Type your postcode in the address bar to search
- Select a property from the list (if yours is not shown press MORE)
- Click or tap on the property to select it
- The property will be shown on the map
- Select **What would you like to do?** in the top left corner
- Select **Map features**
- Select **Education**
- Tick the Primary & Secondary catchment boxes as required
- Click or tap the map and catchment area school/s will appear in a pop-up box

USEFUL CONTACTS

ADMISSIONS TEAM

Children and Young People's Services

Riverside House

Main Street

Rotherham

S65 1AE

Contact an Admissions Officer on (01709) 823777

or email: admissions.enquiries@rotherham.gov.uk

APPEALS CLERK

Legal and Democratic Services,

Town Hall, The Crofts,

Moorgate Street,

Rotherham

S60 2TH

Tel: (01709) 822054

Email: schoolappeals@rotherham.gov.uk

Policy Ratified by Governing Body / Academy Trust: November 2022

Appendix 1 – Street List

Abbey Way	Carlton Gate Drive	Dog Kennels Lane
Abbotsford Drive	Carrington Terrace	Dowcarr Lane
Acer Close	Carver Close	Dumb Hall Lane
Acre Close	Carver Way	East Terrace
Aldous Close	Casson Drive	Elgitha Drive
Aldous Way	Castle Farm	Elmore Street
Almond Tree Road	Cedar Nook	Essex Close
Anston Avenue	Cedric Crescent	Fathers Gardens
Arbour Crescent	Central Drive	Festival Close
Arbour Drive	Chantry Place	Fiddleneck Lane
Ash Crescent	Chapel Close	Finningley Lodge
Ash Grove	Chapel Walk	First Lane
Ashby Drive	Chapel Way	Fir Tree Drive
Aster Close	Chapel Yard	Firvale
Athelstane Drive	Charles Street	Forge Road
Autumn Close	Cherry Tree Road	Freesia Close
Axle Lane	Chestnut Avenue	Friends Close
Aymer Drive	Church Close	Furnival Close
Azalea Close	Church Court	Furnival Road
Back Lane	Church Farm Court	Garden House Drive
Barber Close	Church Street	Glebe Avenue
Beckwith Grove	Church View	Glebe Farm
Beeches Road	Clarke Avenue	Glebe Farm Close
Begonia Close	Colliery Road	Goose Carr Lane
Berry Drive	Common Farm, Aston	Gospel Hill
Bishops Walk	Common Lane	Grange Close
Blackhill Farm	Common Road	Grange Farm
Blackthorn Boulevard	Common Road (North West part)	Grange Gardens
Bluebell Close	Conduit House Farm	Green Arbour Road
Bluebell Lane	Cons Ivy Lane	Green Arbour Farm
Bookers Lane	Copeland Lodge	Green Oak Drive
Bookers Way	Coronation Avenue	Greenside Avenue
Booth Court	Cricket Field Lane	Greenway
Bottom Farm	Cross Street	Grey Stones Court
Brampton Avenue	Crowgate	Guilbert Avenue
Brampton Meadows	Cypress Grove	Guildway
Brampton Road	Danby Road	Gurth Drive
Brampton Villa	Darley Close	Hall Farm (Thorpe Salvin)
Broad Close	Dawson Terrace	Hard Lane
Broad Bridge Close	De Houton Close	Hardwick Grange
Broad Dyke Close	Delves Lane (eastern part)	Hardwick Hall Farm
Brook Fold	De Matteis Close	Hardwick Lane
Brookfield Mews	De Sutton Place	Hardwick Lane Farm
Brookhouse Dell	De Warren Place	Harthill Field Road
Brooklands Croft	Dinnington Road	Harthill Road
Brooklands Farm	(Todwick)	Harvest Avenue
Broom Grove	Dishwell Lane	Hatfield Farm
Bunkers Hill	Doctor Lane	Hathaway Court
Burne Farm		Haven Farm Court
Candle Crescent		

Hawk Hill Lane
Hawthorn Terrace
Hawthorne Avenue
Hazel Way
Heartlands Close
Hewitt Place
High Ash Drive
High House Farm Court
Highfield Avenue
Highmoor Avenue
High Street
Highthorn Way
Hillcrest Drive
Hillcrest Rise
Hillside Green
Hillside Way
Holly Lane
Holme Farm
Holmes Field Close
Horbiry End
Horseshoe Close
Horseshoe Gardens
Houghton Road
Howards Close
Hudson Close
Imrie Place
Ivanhoe Avenue
Ivanhoe Court
Ivanhoe Road
Jackys Lane
John Street
Juniper Court
Katherine Court
Katherine Road
Katherine Street
Keeton Hall Road
Killamarsh Lane
Kingdom Close
Kingsforth Lane
Kirkstall Close
Kiveton Gardens
Kiveton Hall Farm
Kiveton Lane
Kye Lane
Laburnum Close
Ladyfield House
Ladyfield Road
Lambrell Avenue
Lambrell Garden
Lambrell Green

Latimer Close
Laughton Common Farm
Laughton Common Road
(North West)
Laughton Road
Laurel Close
Ledger Close
Leeds Drive
Lestermoor Avenue
Levett Court
Levett Drive
Lidsters Lane
Lilac Close
Limehouse Lane
Limetree Avenue
Lindley's Croft
Littlemoor Avenue
Littlewood Lane
Lobelia Court
Locksley Drive
Lockwood Avenue
Lodge Hill Drive
Long Road **(North West part)**
Longlands Avenue
Low Laithes Farm
Lyle Close
Lyle Mews
Mackinnon Avenue
Magnolia Close
Malthouse Cottages
Manor Close
Manor Court
Manor Drive
Manor Farm Gardens
Manor Rise
Manor Road
Manor Road, Harthill
Manor Road, Wales
Manor Way
Mansfield Road **(major part)**
Maple Road
Marrian Avenue
McKenzie Way
McLoughlin Way
Meadow Close
Melrose Close
Mill Close
Mill Fields

Mill Hills
Mona Terrace
Moor Hill Farm **(Thorpe Salvin)**
Moorhouse Drive
Mortains
Morthen Road **(east of M18 motorway)**
Myrtle Grove
Nemesia Close
Netherthorpe Road
New Orchard
New Orchard Lane
New Orchard Road
New Road
North Farm Close
Northlands
Norwood Crescent
Norwood Lock
Norwood Lodge
Nottingham Close
Oak Avenue
Oak Grove
Oaklands Court
Old Coach Road
Old Hall Close
Old Quarry Avenue
Orchard Croft
Orchard Gardens
Orchard Lane
Orchard Lee
Orchid Way
Osbert Drive
Osborne Croft
Osborne Drive
Osborne Road
Packman Lane
Paddock View
Palmers Way
Park Lodge
Park Terrace
Park View
Parklands
Parkstone Court
Parkstone Place
Pasture Croft
Peck Mill View
Pembroke Rise
Penny Hill Lane
(Brampton)

Pennyholme Close
Peregrine Way
Peter Street
Peveril Close
Pine Avenue
Pine Cottage
Poplar Farm
Poplar Nook
Primulas Close
Priory Court
Pryor Mede
Pryor Nook
Queens Avenue
Rayls Rise
Rayls Road
Recreation Avenue
Rectory Gardens
Red Hill
Red Lion Hotel
Redcott Farm
Riddings Close
Roche End
Rochester Road
Rookery Close
Rothermoor Avenue
Rotherwood Crescent
Rowena Drive
Ryton Road
 Branccliffe
 Four Ways
 Lindrick
 New Bungalow
 Rylstone
 Southware
 Stone Haven
 Sutton
 The Orchard House
Sandwith Road
Sandy Lane
Sawn Moor Avenue
Sawn Moor Road
Saxon Road
School Close
School Road
Scott Close
Second Lane
Serlby Drive
Serlby Lane
Sheffield Road, South
Anston **(2-68a even,**

11-113 odd)
Sheffield Road **(Todwick)**
Side Farm
Slaypit Lane
South Farm Avenue
South Street
South Terrace
South View
Southard's Lane +
Bottoms
St David's Drive
St. Edmund's Avenue
St. James's Avenue
St. Paul Close
St. Peter's Road
St. Withold Avenue
St. Withold Court
Staniforth Crescent
Station Road
Steadfold Gardens
Steadfolds Close
Steadfolds Lane
Steadfolds Rise
Stockwell Avenue
Stockwell Lane
Stone Close
Stoney Bank Drive
Storth Lane
Street Farm Close
Sutton Place
Sycamore Avenue
Sycamore Drive
Templar Close
Thackery Farm
The Crescent **(Harthill)**
The Crescent **(Thurcroft)**
The Crescent End
The Croft
The Downings
The Double H
The Haven
The Hop Inge
The Limes
The Meadows
The Pastures
The Pinfold
The Square
The Villas
Thorpe Locks
Thorpe Road

Thurbrook Gardens
Thurcroft Hall
Toad Lane
Todwick Common Farm
Todwick Grange
Todwick House
Gardens
Todwick Road
Todwick Villas
Top Hall + Farm
(Thorpe Salvin)
Tortmayns
Trent Villas
Trinity Road
Ulrica Drive
Union Street
Upper Common Farm
Vessey Close Farm +
Cottages
Victoria Close
Victoria Court
Viking Way
Wales Hall Farm
Wales Road
Wales Road **(eastern
end)**
Walesmoor Avenue
Waleswood Road
Waleswood Villas
Walseker Lane
Wallingfield Court
Wasteneys Road
Waverley Avenue
Wayfaring Walk
Wesley Place
Wesley Road
West Bank Drive
West Bank Rise
West Lane
West Street
Whetstone Drive
Whitebeam Rise
Willow Close
Willow Farm Court
Windsor Walk
Winney Hill
Winney Lane
Winnowing Barn Court
Wood Lane
Woodall House

Woodall Lane
Woodhouse Green
Woodside Court
Worksop Road (**M1 to west of Mill Lane, N. Anston**)
Worksop Road **South side (odd numbers)**
Worksop Road (**Thorpe Salvin**)
Wyldecrest Lodge
Ye Old Parish Oven
Yeomans Way
Yew Tree Close
Zamor Crescent