



Joseph Leckie  
Academy

# Admission Arrangements for the Academic Year 2023-2024

**Approved by JLA Trust Board:** 09/2022

**Last reviewed on:** 09/2022

**Next review due by:** 09/2023

Joseph Leckie Academy is part of an inter Local Authority coordinated Admission Scheme.

All dates referred to within this document are in line with this scheme

Walsall Council's online application process will open in September 2022.

Closing date for the submission of applications is 31<sup>st</sup> October 2022

Notification date: 1<sup>st</sup> March 2023

## **1. Introduction**

1.1 Joseph Leckie Academy is a mixed 11-18 Academy. The Academy's admission policy is in accordance with the guidelines below:

Entry into Year 7 September 2023

1.2 Students will be admitted without reference to ability, aptitude, race or religion. The Published Admission Number for academic year 2023- 2024 will be 240.

1.3 Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below:

## **2. Children in Public Care (looked after children) and previously looked after children**

2.1 Definition: children who are in the care of the local authority or provided with accommodation by the local authority and previously looked after children who ceased to be looked after because they were adopted or became subject to a residence order or special guardianship order.

## **3. Where a child has an older sibling currently attending the Academy when the application is made and who will be still attending the Academy in Years 8 – 13 in September of the relevant year.**

3.1 Definition: a child who resides at the same address as the child for whom a place is being requested and is one of the following:

- A brother or sister sharing the same parents
- Half brother or sister sharing one common parent
- Step brother or sister (i.e. related by parent's marriage)
- Any other child for whom it can be demonstrated that he or she is residing permanently at the same address (e.g. under the terms of a residency order)

## **4. Where there are essential medical or social grounds for admitting the child**

4.1 Definition: relevant medical or social grounds that show that attendance at the Academy is essential and supported in writing by a medical practitioner or social worker. Requests for such consideration will be subject to verification by Governing Body.

## **5. Students from feeder Primary Schools: Delves Junior, Palfrey Junior, Caldmore Primary Academy and Whitehall Junior Community Schools living within 2.25 miles of Joseph Leckie Academy, as measured by a straight line.**

5.1 In the event of oversubscription from feeder primary schools, pupils living closest to Joseph Leckie Academy, as measured in a straight line distance, will be given priority.

## **6. Proximity of the child's home to the Academy, with those living nearest being accorded the higher priority, the distance being measured in a straight line**

6.1 Definition of home address: the home address of the child is considered to be the permanent residence of a child in a residential property when the place is offered. The address must be the child's only or main residence and is either owned by the child's parent, parents or guardian or leased to or rented by the child's parent, parents or guardian under lease or written rental agreement of not less than six months' duration

6.2 Distance will be measured in a straight line from the centre point of the home address to the centre point of the Academy, using the Local Authority's computerised measuring system, with those living closer to the Academy receiving the higher priority

### **7. Waiting List Policy (Year 7 Intake)**

7.1 Until 31st August 2023 parents may enquire about their child's position on the waiting list by contacting the Admissions and Pupil Place Planning Team on 01922 652585. From 1st September 2023 the waiting list will be maintained by the Academy and parents should make enquiries by contacting Joseph Leckie Academy Admissions on 01922 721071.

8.2 From 1st September 2023, parents wishing their child/ren to be placed on the Waiting List should contact Joseph Leckie Academy Admissions in writing to make their requests.

### **9. In-Year Admissions**

9.1 Applications for in-year admission (age groups other than the normal year of entry) must be made to Joseph Leckie Academy Admissions – for the attention of the Principal.

### **10. Appeals**

10.1 Parents/carers whose children are refused admission to the Academy have the right of appeal to an independent appeal panel. The necessary form can be obtained from the Academy Web site, or by calling the Academy. All appeal documents should be returned to Mrs S Richards, Joseph Leckie Academy, Walstead Road West, Walsall, WS5 4PG. Please mark ADMISSION – APPEAL.

10.2 Appeals in respect of Year 7 intake for September 2023 should be lodged by noon on Friday 7<sup>th</sup> April 2023.

### **11. Entry Requirements for Year 12 – Entry in September 2023**

11.1 Please see 6<sup>th</sup> From Admission Policy

### **12. Late Applications (Year 6 – Year 7 transfer)**

12.1 A late application is an application form received after the published closing date. Late applications will normally be considered for places after applications that were received by the closing date. Late applicants may be less likely to be offered a place at the Academy.

12.2 When places are offered, applications received by the closing date and valid late applications (see below) will be considered first.

12.3 Late applications received before the notification date (before places are offered):

- Applications received by the closing date and valid late applications (see below) will take priority when places are offered.

12.4 Explanation of valid late applications:

- There are limited circumstances when a late application may be categorised as a valid late application and considered together with those applications that were received by the closing date.
- Subject to verification by the Director of Children's Services at Walsall Council, a late

application may be considered as a valid late application where:

- The family were unable to complete an application form before the closing date because they moved into the Borough of Walsall 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.

### **13. Applications received after the Notification Date (after places are offered)**

13.1 Where the Academy is over-subscribed, an application for a place which is received after places have been offered will be added to the Academy's waiting list in admission criteria order.