

COMMUNITY AND CONTROLLED SCHOOLS MIDDLE/HIGH SCHOOLS ADMISSIONS POLICY for 2025/26

Document Details: COMMUNITY AND CONTROLLED SCHOOLS MIDDLE/HIGH SCHOOLS
ADMISSIONS POLICY for 2025/26

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Contact: School Admissions by email: schooladmissions@worcschildrenfirst.org.uk

In the event of a school catchment area change being approved, pupils who would still have a sibling connection (see below for definition) at the time of admission and who are living at the same address in the previous catchment area for a school, (but not within the revised catchment area), at the time the change was approved will be considered as living within the catchment area.

Siblings

A brother or sister of pupils attending the school. In order to qualify for a place on the grounds of a sibling attending the school, the sibling must already be attending the school at the time of application and still be attending at the time of admission.

The sibling connection, as well as brother and sister will include half-siblings, adopted children, step-siblings or a child of the parent/carers partner. They must also be living at the same home address. Children who are brought together as a family by a civil partnership and who are living at the same address, are also considered to be siblings.

Feeder School

Within each area a pyramid of schools exists. Feeder schools are schools which feed up to the next phase of education within the same pyramid. In order to qualify for the Feeder School connection, children must be attending a feeder school at the time of application and at the closing date for applications. Details of each pyramid listing all the appropriate feeder schools are displayed in Section 4 of the Information for Parents Book. You can find the information at this web link: [Information for Parents Book \(opens in a new window\)](#)

Children of Staff

Children of any member of staff employed at the mainstream school in either of the following circumstances:

- a) Where that member of staff has been employed for two or more years at the time at which the application for admission is made, or
- b) the member of staff is recruited to fill a post for which there is a demonstrable skill shortage;

Straight Line Distance

The measurement will be taken using the GeoCode Points for each property and the GeoCode point for the School. The Local Authority uses a software package called Arcview GIS to determine distance. Ordnance Survey supplies the co-ordinates that are used to plot an address within this system. (In the event of equi-distance applicants, any place will be allocated by random selection (lottery). Legal And Democratic Services, who are totally independent of School Admissions will supervise this process).

Multiple Births

In the event that one or more but not all children from that multiple birth can be allocated a place(s), all of the children from that multiple birth will be admitted even if this takes the school over PAN. In circumstances where no children from a multiple birth can be offered a place and parents/carers appeal against the decision, parents are advised to note, that all appeals are dealt with on their own merits and independent appeal panels are not obliged to allow all

account when applying admission criteria as the law requires all preferences to be treated equally.

6. Where a parent approaches a school directly the parent should be advised to complete a **CA1** and return it to School Admissions.

Parents or carers seeking to transfer to a school need to be aware that they are responsible for ensuring their child continues to receive appropriate education in the interim.

Admission of Children outside of their normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health, effectively in the year group below o

