

Admissions Arrangement

Academic Year 2026/27

Wood End Park Academy will comply with the Schools Admissions and Appeal Codes. Wood End Park will be an inclusive school with no religious faith affiliations.

Wood End Park academy council will determine the admissions criteria of the academy. Pupil Admission Number: Wood End Park academy is to admit 120 children during each school year of Reception, Years 1 ,2 and 3. 150 pupils can be admitted into Years 4 , 4 and 6 of the academic year 2026/27. 60 places are allocated to the Nursery; Designated Unit which has 24 places commissioned by the Local Authority.

Children will be admitted without reference to ability, aptitude, gender, race or religion.

Where the school is oversubscribed, priority for admission will be given based on the criteria set out below:

1a Looked After Children

A looked after child (as defined in the Children Act 1989) or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order.

1b Adopted from Abroad

Children who have been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. This includes children who were adopted under the Adoption Act 1976 (in accordance with Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (in accordance with Section 46 adoption orders).

2 Education, Health and Care Plan

Children with an Education Health Care Plan (EHCP) will be placed under the latest Special Education Needs and Disability (SEND) regulations. Children with an EHCP that names Wood End Park Academy (main school and not the Designated Unit) will be allocated a place before other children are considered.

3a Medical or psychological condition of child

Children who suffer from a long term medical or psychological condition which necessitates their attendance at Wood End Park Academy rather than an alternative school. Details of that long term medical or psychological condition must be supported by a doctor's statement and must be disclosed at the time of application or subsequently but before the published date by which applications are to be considered.

3b Medical or psychological condition of member of immediate family

details of that long term medical or psychological condition must be supported by a doctor's statement and must be disclosed at the time of application or subsequently but before the published date by which applications are to be considered.

Parents/carers who wish to claim priority on the grounds set out in 3a and 3b above must:

- i) provide details of that long term medical or psychological condition and must provide a doctor's statement in support of their application; and
- ii) must provide those details and supporting statement at the time of application or subsequently, but before the published date by which applications are to be

considered.

4a Sibling connection

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent / carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and who will continue to do so on the date of admission.

4b Multiple births

Twins and children from multiple births when one of the siblings is the last child to be admitted will be offered over the published admission number unless to do so would prejudice the provision of efficient education or the efficient use of resources. Where it is not possible to offer each child a place the child(ren) ranked the highest will retain their offer and the applicant will be advised of their right of appeal and informed about waiting lists. For Reception and Key Stage 1 the child/ren will be considered as an exception to the class size rule.

5 Children of UK service personnel

Children of service personnel will not be disadvantaged in the admissions process as stated in the School Admissions Code 2021. For those families with a confirmed posting to this area, places will be allocated in advance of the family arriving in the area. The application must be accompanied by an official letter that declares a relocation date and a Unit postal address.

6 Distance from school to home

Distance will be measured in a straight line from the point set by Ordnance Survey at the child's home address (including flats) to Wood End Park academy. Those living closer to the school will receive the higher priority.

As there is no set catchment area, children living in a particular road may be allocated a place one year, but not in another.

8 Temporary Addresses

A temporary address may not be accepted if you still own a property that was previously used as a home address, or a temporary address which the Admissions Authority consider to be solely or mainly used to obtain a school place. If you own more than one property the Admissions Authority may only consider the given address if you have lived there for a year prior to the closing date of application (including rented, bought or living with a family member or friend).

You will be asked to provide additional information to explain why you are not using your permanent address, or another address identified as a result of our screening, or as a result of information obtained from the public. This may include utility bills, benefit claims and copies of mortgage or rent agreements. We will also check Hillingdon Council records as well as other Local Authorities records to clarify whether or not you receive services or benefits at another address.

9 Requests for admission to school outside a child's age group

Children are educated in school with others of their age group. However, parents may request that their child is exceptionally admitted outside their age group. The Admissions Authority of a school must decide whether or not the individual child's circumstances make this appropriate on educational grounds. Such requests will only be agreed in exceptional circumstances.

10 Applications from abroad

If your child holds a full British Citizen passport that is endorsed to show a right of abode in the UK, an application could be accepted, even though they are not resident here yet. For

the purpose of allocation, the abroad address must be used to process the application. This does not apply to Crown Servants and UK Service Personnel.

Evidence will be required to provide a link to an address in the London Borough of Hillingdon when the application is submitted. Evidence might include:

- Booked flights
- End of lease / notice to tenants in property
- Start of employment contract in area
- End of employment contract abroad

If this evidence cannot be provided the application may not be processed.

Application including In-Year Application

Application for starting any year group bar nursery and Reception, including in-year, can be made directly to the academy. The academy has an Admission Lead who manages all admissions to the academy. The same criteria would apply as above.

Tie Breaker - Distance is measured in a straight line from the child's home address (which is deemed to be the address at which the child benefit is paid if this does not apply we will accept the address registered with doctors) to the school, based on Ordnance Survey data. The measurement is from the address point for the home address to the address point for Wood End Park Academy. If only one place is available at the school and the next child who qualifies for a place is equidistant the tiebreak will be by computerised random allocation.

In the event of there being more applications than places available, the academy is required by law only to offer places strictly in accordance with the criteria listed above. A waiting list will be operated in accordance with these criteria.

The academy will admit all children in accordance with the admissions criteria, unless he or she has an Education, Health and Care Plan that names another educational setting.

The academy reserves the right to withdraw the offer of a place if any information given is found to be false.

Appeal

Parents who are refused a school place have the right to appeal to an Independent Panel.

Details of this panel can be requested from the academy's Admission Lead.