



The  
**Birkenhead Park**  
School

# Admissions Policy 2024/25

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## ADMISSIONS POLICY - THE BIRKENHEAD PARK SCHOOL

The Birkenhead Park School is an 11-16 all ability comprehensive school serving the local and wider community and welcomes applications from both within and outside the Wirral area. The school does not have an aptitude test for prospective students and the school is fully inclusive.

### Admission Number

The school's admission number is set in agreement with the CEO of BePART Educational Trust and approved by the Trust board. The current admission number for the school is 180 per year group, however the operational admission number for some year groups is 150 students. This is dependant on initial admission numbers in year 7 which determine the allocation of staffing and school resources. The operational PAN can not be extended during the school year as staffing and teaching groups are planned from the preceding academic year. This operational number is kept under regular review by the Head of School to ensure that resources are used efficiently.

### Admission Criteria for Year 7

As an Academy the Governing Body is the Admissions Authority and as such is responsible for the decisions on admission to the school.

Our admissions procedure is co-ordinated by the Local Authority in accordance with the Wirral Coordinated Admissions Scheme and all deadlines within the scheme should be adhered to.

We recommend that prospective parents and carers refer to the following Local Authority publications, available online at [www.wirral.gov.uk/admissions](http://www.wirral.gov.uk/admissions), which provide a timetable for admissions to secondary schools together with any additional information relevant to admissions:

- Secondary Education in Wirral
- Admissions Policies for Secondary Schools

Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below:

a) **Children Looked After** (as defined by section 22 of The Children Act 1989) and **previously Children Looked After**.

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 (under section 22(1) of the Children Act 1989).

A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, child arrangement or special guardianship order, including 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 or became subject to a child arrangements order or special guardianship order.

b) **Children with statements of Special Educational Needs/EHCP**

- c) **Children who have a valid medical reason for a specific placement.** You must give details on the preference form and this may be checked by a medical officer of the health authority. A letter of support from a senior healthcare professional is essential as evidence when you submit your preference form, if admittance to the school is to be made under the criterion. You need to make it clear why only this school is appropriate for your child's medical needs.
- d) **Siblings** - Children who have a brother or sister (including half-brothers or sisters, or step brothers or step sisters, living in the same household) on roll at the school when the student starts school and is of statutory school age.
- e) **Distance** - We will then take into account where the child lives. Priority will be given to those children who live nearest to the school. A computer mapping system, based on Ordnance Survey maps, to measure distances from your home to the school gate nearest to your child's home, using the shortest road route unless it is possible to use a footpath which is considered a safe walking route.
- f) Where the final place is offered to one twin or multiple births, all the multiples will be admitted, even if this means going over the Published Admissions number.

#### **Withdrawal of Offers**

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer e.g. place of residence or in relation to sibling connections.

#### **Late Application**

Late applications will be dealt with in accordance with the arrangements applied by the Local Authority.

#### **Allocation of Places and Appeals**

Places will be offered in accordance with the arrangements applied by the Local Authority until the school's admission number has been reached. If places become available after the initial allocation, the Local Authority will offer the places to children on the re-allocation list following the same criteria as stated above. Your position on the re-allocation list can be sought from the Local Authority. If an application has been turned down, parents can show continued interest in the school by returning the slip attached to their letter or appealing to an Independent Appeals Panel. Parents should contact Wallasey Town Hall (Parental Appeals) for the necessary paperwork.

#### **Admissions during the Academic Year**

In year requests will be co-ordinated by the Local Authority. A parent can apply for a place as an in-year admission at any point and is entitled to an appeal if a place is not offered.