



Admissions Policy

Author:	Julie Wood
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Queries to:	Julie Wood
Review Interval:	Annual

Nurture, Grow, Flourish

Introduction

Walton Hall Academy is a school where every student is valued and treated as an individual. We are situated in a rural setting just outside of Eccleshall in Staffordshire. It is a unique academy with extensive grounds and outstanding vocational resources that make the “Walton Hall Experience” of education a very special one. At Walton Hall we will NURTURE all of our students, enabling them to GROW holistically so that they can FLOURISH in their adult lives.

Walton Hall Academy is a generic special secondary academy for students aged from 11 – 19 years. We are a specialised provision that can meet a wide and varied range of learning needs that could not be met in a mainstream provision. All students that attend our school must have an Educational Health Care plan.

Walton Hall Academy is a member of the Shaw Education Trust.

<https://www.shaw-education.org.uk/>

A full description of our provision is described in our Local Offer which is available to read or download from our academy website:

[Walton Hall Academy](#)

[Staffordshire Connects | Walton Hall Academy](#)

Admissions arrangements

The number of planned places at Walton Hall Academy is agreed annually with the local authority. This can vary year on year depending on our capacity to meet the needs of our diverse population of students. Currently our planned place number is 213 to include Post 16.

Admission to the academy is through the SEND, Assessment and Planning Service at the Local Authority. Admissions are carried out throughout the year as required to meet individual needs. If a parent states that they would like Walton Hall as the named school on their child's EHC plan, the SEND team will consult directly with us.

Our decision-making process follows the SEND Code of Practice 2015 which states:

9.79 If a child's parent or a young person makes a request for a particular nursery, school or post-16 institution in these groups the local authority must comply with that preference and name the school or college in the EHC plan unless:

- it would be unsuitable for the age, ability, aptitude or SEN of the child or young person, or*
- the attendance of the child or young person there would be incompatible with the efficient education of others, or the efficient use of resources*

Currently we are oversubscribed and have 223 students on roll across all key stages.

Walton Hall Vision and Ethos statement



At Walton Hall we will **NURTURE** all of our students, enabling them to **GROW** holistically so that they can **FLOURISH** in their adult lives.

We are committed to:

- Teaching our students to be **Respectful** to others and their environment, to be **Responsible** and to be **Ready** to learn.
- Providing an outstanding, holistic and personalised educational experience for students with special educational needs and/or disabilities.
- Providing a welcoming, happy and supportive environment for each student where individual achievement, success and the joy of learning is celebrated.
- Providing the opportunity for learning outside the classroom and beyond the school day through an extensive outdoor education curriculum, our residential provision and participation in adventurous residential activities.
- Enabling each student to develop a positive self-worth and self-esteem by nurturing their well-being and providing them for an opportunity for success and achievement.
- Supporting our students to overcome barriers so that they can live a happy and fulfilled life as adults within our society.
- Enabling each student to achieve their full potential by providing a relevant, adapted and challenging curriculum that is tailored to the individual needs of each student.
- Creating a caring and inclusive environment where everyone is treated with dignity and respect and each individual valued for their own unique talents.
- Continually developing our staff, so that they are able to provide the best possible learning experience for our students.
- Being an inclusive school where all children can thrive and achieve their full potential regardless of their background and needs.
- Providing well-resourced classrooms and learning areas, to ensure every student receives a first-class educational experience.
- Collaborating with families and all agencies to holistically meet the diverse needs of every student.
- Valuing the voices of our students and have an appointed student council that discusses and addresses school development and wider issues. Students are an integral part of developing their own support plans and shaping their education making our academy a unique learning environment.

We believe that every student has the ability to succeed and achieve. We thoroughly enjoy in supporting them on their unique learning journey.

Procedures

Prior to accepting a student into the academy, our transition team meets to analyse the documentation sent over as part of the consultation from the local authority SEND team.

As part of this process, the transition team will communicate with existing provisions, parents and other professionals who could support effective decision-making as to whether we are the most suitable provision for the student.

Once a decision has been made, this is reported back to the SEND team. If we have decided that we can meet the needs of the student, we will then commence transition processes.

During the transition period, students are assessed to ensure that they are allocated to the appropriate pathway and teaching group so that they follow an appropriate curriculum to best meet their needs.

Transition Aims

- To ensure all parents, carers, education professionals and students have access to quality transition arrangements when transferring to Walton Hall Academy.
- To remove perceived transition barriers (social, physical and emotional) to ensure admission is a positive experience and students feel secure during the process (see transition plan)
- To transfer student information and data to aid provision planning and resource allocation.
- To ensure all information regarding any safeguarding incidents is transferred in a safe and confidential way to the safeguarding team at Walton Hall Academy
- To ensure all medical information and care plans are shared in order to ensure medical needs provision is carefully planned.

Prospective parents are invited to an informal meeting/tour of the school with a member of the senior leadership team. There are scheduled dates throughout the academic year, but visits are only offered to parents our feeder school and for student whom we have received a consultation for.

Staff will meet with the parents/carers and professionals involved with the child to ensure a smooth transition reflecting the individual needs of each child. Parents will receive an admissions booklet which includes a range of admission papers and consent forms for them to complete. The school nurse will discuss and complete all medical papers.

For students starting at the beginning of the academic year they are invited to a series of transition visits during the spring and summer terms supported by staff from their current setting.

Staff from Walton Hall Academy will visit students in their current educational setting, where this is appropriate, to observe them in a familiar classroom and social environment.

Discussions and sharing of information is key during the transition phase.

Where possible the transition teacher attends the final Annual Review meeting of incoming students at relevant feeder schools/academies.

Current year 7 Walton Hall students will visit our feeder school, Marshlands, and share their experiences of when they started Walton Hall Academy. These students will act as 'buddies' during transition visits to Walton Hall Academy. The principal/transition lead will visit Marshlands school to present assemblies in preparation for transition.

An informal coffee morning is held for parents/carers in the summer term of students that have been accepted into the academy to give them opportunity to meet with key staff and ask questions. They will also be able to tour the academy facilities, including the residential provision and speak to parents of current students. This coffee morning enables support to be given to complete admission papers if required.

If you think Walton Hall Academy may be able to meet the needs of your child, please contact us for an initial informal discussion. In the first instance please ask to speak to Dawn Wall (transition lead) – dawn.wall@walton.set.org

The academy contact number is: 01785 850420 or you can contact Mrs Angela Lunn (Operations Service Manager) by email: office.wh@walton.set.org

You will need to contact Staffordshire Local Authority to discuss all schools / academies that may be able to meet the needs of your child. The Local Authority will make a recommendation of the nearest school/academy that can meet the needs of your child.

The Local Authority can be contacted via:

SINGLE POINT OF ACCESS (SPA) on 0300 111 8007

Or by viewing their website at:

[SEND information for parents - Staffordshire County Council](#)

You can contact the School Admissions and Transport Services via:

Phone: 0300 111 8007 Option 3, Option 3

Email: transport.entitlement@staffordshire.gov.uk

Post: School Admissions and Transport Service, Tipping Street, Stafford, ST16 2DH

The Local Authority's Special Educational Needs and Disabilities Web Pages:

As there are many changes taking place in response to the national SEND reforms, information and processes within the Local Authority are changing and updating regularly.

The following links are available:

[Special educational needs and disabilities \(SEND\) - Staffordshire County Council](#)

<https://www.staffordshireconnects.info/kb5/staffordshire/directory/home.page>

For advice and guidance please contact **SEND Information Advice and Support Service (SENDIASS)**

See their website at:

[SENDIASS SEND IASS - Staffordshire Family Partnership](#)

Policy Review Information

Date	Details of change or review	Reviewer Name
December 23	Policy reviewed – NOR figures updated and contact email and phone numbers for SEND team and transport updated.	JW
September 25	Policy reviewed – Updated motto and school ethos statement. NOR figures updated and contact email, web addresses and phone numbers for SEND team and transport updated.	JW

Walton Hall Academy
Stafford Road
Eccleshall
ST21 6JR

Shaw Education Trust Head Office
Kidsgrove Secondary School Gloucester
Road
Kidsgrove
ST7 4DL

Facebook
Call
Email
Visit

Walton Hall Academy
01785 850420
office@walton.set.org
waltonhallacademy.org.uk

Twitter
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Call
Email
Visit

@ShawEduTrust
@ShawEducationTrust
01782 948259
info@shaw-education.org.uk
shaw-education.org.uk



**Shaw
Education
Trust**



**Pupil &
people
centred**

**Act with
integrity**

**Be
innovative**

**Be best
in class**

**Be
accountable**