



Star

NURTURING TODAY'S **YOUNG PEOPLE**,
INSPIRING TOMORROW'S **LEADERS**

WAITING LIST ARRANGEMENTS

Small Heath Leadership Academy



Year 7 Waiting List

Parents of children refused admission for the school's Year 7 group each September, will automatically be included on the waiting list for the school, where the school is a higher preference than the school where your child was allocated a place. Parents who wish for their child's details to be included on the waiting list for the school, even though a place has been allocated at a higher preference school, should contact Birmingham City Council's School Admissions Team.

The school maintains the waiting list, in accordance with the school's oversubscription criteria until 31 December in the academic year of Year 7 admission. Parents should complete an in-year application form thereafter if they wish their child's details to be kept on the waiting list for the remainder of the academic year.

The position of your child on the waiting list may change. They may move up or down:-

- Each time a child is added or removed;
- When the change in circumstances of the child requires them to be considered against a different priority order of the school's oversubscription criteria.

The position on the waiting list will be determined by the priority order of the admission policy and nothing else. When the number of children admitted to the school drops below the published admission number, a place will be offered to the child who is at the top of the waiting list.

In-Year Waiting List

In-year admission is the process of applying for admission into an existing year group within a school. It does not refer to Year 6 to Year 7 transfer into secondary school in September.

Parents must complete a new application form each year at the beginning of the new academic year. Details of children refused admission at the school will be included on the school's waiting list. The school maintains the waiting list, in accordance with the school's oversubscription criteria.

The position on the waiting list will be determined by the priority order of the admission policy and nothing else. When the number of children admitted to the school drops below the published admission number, a place will be offered to the child who is at the top of the waiting list.

The position of your child on the waiting list may change. They may move up or down:-

- Each time a child is added or removed;
- When the change in circumstances of the child requires them to be considered against a different priority order of the school's oversubscription criteria.

For all waiting lists, looked after children, previously looked after children, and those allocated a place at the school in accordance with the Fair Access Protocol must take precedence over all other children on the waiting list.