

Waterside Academy Admissions Policy 2025/2026

Waterside Academy, despite being a free school, broadly adheres to the Hackney Education (formally Hackney Learning Trust) admissions criteria. All applications are processed by Hackney Education. Parents and carers can apply via the Hackney Education website. We encourage parents and carers to contact the school in the first instance for information and support with the application.

1.0 Consideration of Applications

1.1 The school's published admission number is 100 for year 7. The school will consider all applications for places. Where fewer than 100 applications are received, the school will offer places to all those who have applied.

1.2 The school may also, outside the normal admissions round, refuse admission to pupils where the school considers that the admission of a child with challenging behaviour would prejudice the provision of efficient education or the efficient use of resources at the school. In this situation the case would be referred to the local authority for action under the Fair Access Protocol.

1.3 All children whose education, health and care (EHC) plan names the school will be admitted before any other places are allocated

2.0 Oversubscription Criteria

2.1 In the event that the school receives more applications than the number of places it has available, places will be given to students who meet any of the criteria set out below, in order, until all places are filled.

1. Looked after children and all previously looked after children who apply for a place at the school. ¹

2. Children who have a sibling at the school who is reasonably expected to still be on roll at the school when they are due to start (this means year 11 siblings cannot be counted). Siblings include

¹ 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 (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. A child is regarded as having 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 (see Section 23ZZA(8) of the Children Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017)). This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians)

step siblings, foster siblings, adopted siblings and other children living permanently in the same household.

3. Children of staff at the school, in either of the following circumstances:

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

4. All other applicants determined by distance.

3.0 Tie Breaker

3.1 Distance will be used as a tie-breaker.

3.2 Distances will be measured in a straight line using a computerised measuring system from the child's home address to the main entrance of the school using eastings and northings. These are geographical references as provided by The National Land and Property Gazetteer and will be administered on the school's behalf by Hackney Education.

3.3 The eastings and northings are not necessarily located to the front door of the home address. In the case of a number of addresses in a block with the same eastings and northings geographical reference, the children's ranking will be determined by lottery.

3.4 If two or more applicants live exactly the same distance from the school, the place will also be allocated by lottery. Where parental responsibilities are equally shared, the home address will be considered to be with the parent/carer with whom the child spends the majority of time and nights between Monday and Friday.

3.5 In the case of a child who spends equal time of the week with each parent, the parents must jointly elect one address for all preferences.

3.6 For families permanently living on boats the distance will be calculated using the vessel's long-term/permanent mooring point.

3.7 For families permanently living on boats without a long-term/permanent mooring the vessel's location in January 2021 will be used. This may be confirmed by a site visit carried out by the Admissions team.

3.8 Addresses will be checked against council tax and other council records. Where it is not possible to confirm addresses against council records, evidence will be sought directly from applicants.

3.9 Applicants who have changed address in the previous 12 months who have applied for oversubscribed schools may be asked to complete a questionnaire to prove that they live permanently at the address given on the application. Applicants who obtain places by providing fraudulent information will have their offer withdrawn.

4.0 Multiple Births

4.1 If only one place is available for more than one child, who are twins or of a multiple birth within the same family or siblings who are both born within a time period that means they are in the same year group, we will establish if the school is able to admit above numbers. If this is not possible, the allocation of the place will be determined by lottery which will be carried out by the Admission Team in the presence of an independent witness. We will also establish if an alternative school can offer all of the children places.

5.0 Applications for children outside the normal age group

5.1 The DfE's most recent 'Advice on the Admission of Summer Born Children', published in December 2014, states that 'in general, children should be educated in their normal age group, with the curriculum differentiated as appropriate, and that they should only be educated out of their normal age group in very limited circumstances.' In line with this guidance requests to be admitted out of cohort will only be agreed where the evidence provided demonstrates clearly that it would be in the child's best interest and is at the discretion of the admissions authority which is the Community Schools Trust Board.

6.0 In-year admissions

6.1 In year admissions are subject to the same arrangements as year 7 admissions. The oversubscription criteria is as above.

7.0 Waiting lists

7.1 The school's waiting list is held by Hackney Education and operates in line with their protocols, details of which are available here

<https://education.hackney.gov.uk/content/admissions-arrangement>

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