

# Admission Policy

## Myton School

### Years 7-11

### September 2025 Entry



Approved by:	FPE	Date: 14 November 2023
Last reviewed on:	Autumn 2023	
Next review due by:	Autumn 2024	
Version	1	

The Governing Body of Myton School Trust is the admission authority for the school.

Myton School's admission arrangements are part of the Warwickshire County Council co-ordinated scheme.

All admissions to Myton School are administered by the Local Authority.

The School's Published Admission Number is 275.

Details of the School's:

- Priority area can be found on the Warwickshire County Council Website <http://www.warwickshire.gov.uk/mapsecondaryschools>
- Priority Area Description can be found on the Warwickshire County Council Website [Secondary School Priority Area Details \(warwickshire.gov.uk\)](http://www.warwickshire.gov.uk/SecondarySchoolPriorityAreaDetails)

In the event of more applications than places being available (Published Admission Number 275), the following oversubscription criteria will be used.

1. Children in the care of, or provided with accommodation by, a local authority and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).
2. Children living in the priority area who will have a brother or sister at the school at the time of admission.
3. Other children living in the priority area given in the area booklet.
4. Children of staff employed: a) where 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, and/or b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. Children from outside the priority area who will have a brother or sister at the school at the time of admission.
6. Other children living outside the priority area.

Please note:

- a) **Children with a Statement of Special Educational Needs or an Education and Health Care (EHC) Plan that names a school will be admitted first. In this event the number of places that remain for allocation will be reduced.**
- b) **Time of admission relates to the time the applicant would start at the school – not the time of application or offer.**

**The following terms/definitions apply to the oversubscription criteria, in line with Warwickshire Community Schools.**

#### **Priority within each oversubscription criterion**

For applicants allocated the same criterion, priority is given in order of distance between the child's home and school (shortest distance = highest priority). Distance will be calculated by straight line measurement from the address point location coordinate of the applicant's home address (as set by Ordnance Survey) to the centre point ('centroid') of the school in question. (The centroid is predetermined point set by Warwickshire County Council and all distances are subject to changes which may occur with updates of mapping data).

#### **Sibling i.e. brother or sister attending the school at the time of admission:**

Sibling is defined in these arrangements as a brother or sister, a half brother or sister, an adopted brother or sister, a step-brother or sister or the child of parent'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.

**Definition of Home Address:**

Where the child normally resides/sleeps when s/he attends schools. Addresses involved in child minding arrangements (professional or with relatives) are excluded.

Where a school place is allocated on the basis of an address which is subsequently found to be different from the child's home address that place can be withdrawn. This includes situations where the address used to allocate a place changes prior to the place being taken up.

There is also an expectation that the child and applicant will be resident at the address used to allocate a place from the start of term. Short-term house moves purely to secure a school place may be considered fraudulent or intentionally misleading and in such circumstances the place may be withdrawn.

**Postal Address File (PAF)**

The address point location coordinate of the applicant's home address as set by Ordnance Survey.

**Applications made from the same multiple dwelling sharing a single Postal Address File (PAF) / Other applications where the distance from home to school is identical**

Where required, individual priority for such applicants within a particular criterion will be set by random allocation (lottery). The draw will be carried out by two officers of the Admissions Service in the presence of a local authority Solicitor. The order of draw will be recorded and countersigned at the time.

**Applications for children to be taught out of year group**

In some situations parents applying for a school place may wish to request that their child is admitted to a school outside of their normal year group – for example if they are moving from overseas and their child has not been educated in the English school system. Parents should in the first instance contact Warwickshire's Admissions Service. The request will be discussed with the Head Teacher with all relevant information taken into account. Each request will be looked at on an individual basis.

**Timetable for 2025 entry** as detailed in the procedures for the Warwickshire County Council Admission Arrangements 2025-2026 available on the website

[www.warwickshire.gov.uk/admissions](http://www.warwickshire.gov.uk/admissions)