





# Blue Coat Church of England Academy Admissions Policy 2025-2026

Date:	September 2023	
Prepared by:	D J Smith	
Ratified by the Governing Body on:		28 <sup>th</sup> September 2023
	Signature	
Principal		D. Smith
Chair of Governors		L. Briggs
Review date:		September 2024

## Admissions Policy

Blue Coat Church of England Academy welcomes children from all backgrounds, faiths and no faith. The Governing Body of the Academy are committed to developing an inclusive school that reflects the diversity of whole community in Walsall and the West Midlands area.

### Academy Ethos Statement

Blue Coat Church of England Academy is an inclusive school that serves the whole community of Walsall and the West Midlands area. The Academy has a distinctive character and ethos, which reflect the teachings of Jesus Christ and Christian values. We ask all parents applying for a place here for their children to respect this ethos and its importance to the Academy community. We hope that all students who come to Blue Coat CE Academy will be able to participate (as appropriate) in the religious life of the Academy (including collective worship and religious education). This does not affect the right of parents to withdraw their children from collective worship and religious education and for those who are not Christians to apply for a place. Indeed, through our commitment to inclusivity, we actively welcome families from other faiths and no faith.

The Governing Body is responsible for the admission of students to Blue Coat CE Academy and admits 150 students to Year Seven each September.

Out of the 150 places, the Governing Body intends to allocate up to 50 "Foundation Places" (for practising Christians) and at least 100 "Open Places" for the whole community.

Children with a Statement of Educational Need or an Educational Health Care Plan that names the Blue Coat CE Academy will have absolute priority in admissions for both Foundation and Open places in Year 7 and for admission to Year 12.

Parents/carers must submit a **separate application for each child**, including multiple-birth applications. When considering twins, triplets or larger number of siblings, which are the product of a multiple birth, where there are insufficient spaces for all siblings, the Academy will exceed its admission number so that same family twins, triplets etc do not have to attend separate schools.

For the purposes of this Admissions Policy, the home address of the child is considered to be the permanent residence of a child in a residential property when the place is offered. The address must be the child's only or main residence and either owned by the child's parent(s) or carer or leased to or rented by the child's parent(s) or carer under lease or written rental agreement of not less than six months duration.

## **Foundation Places**

The Governing Body has designated **up to 50 places** to be offered to pupils whose families are faithful and regular worshippers (see Note 1) in a Church of England Parish Church or other place of worship or in another Christian Church affiliated to Churches Together in Britain and Ireland (CTBI) and/or the Evangelical Alliance. Written evidence of applicants' commitment to their place of worship (in the form of the Blue Coat CE Academy Supplementary Information Form) will be required at the time of application. If there are more than 50 applicants for Foundation places, the places will be allocated according to the following criteria. These are stated in order of priority:

- (i) Looked after children (including previously looked after children) whose families are faithful and regular worshippers;
- (ii) Children with known medical or social or pastoral needs who have an exceptional need for a place at Blue Coat CE Academy (see Note 2), and whose families are faithful and regular worshippers.
- (iii) Children whose families are faithful and regular worshippers in a Church of England Parish Church or other Anglican place of worship and who have attended one of the designated "partner" Church of England primary schools, as set out in Appendix A;
- (iv) Children whose families are faithful and regular worshippers in (a) a Church of England Parish Church or other Anglican place of worship; or in (b) another accredited Christian Church (e.g. Baptist; Methodist; Roman Catholic; Orthodox; United Reformed Church, Salvation Army; or in another Christian Church affiliated to Churches Together in Britain and Ireland and/or the Evangelical Alliance).
- (v) Children who have a sibling in the Academy at the time of application and at the time of admission (see Note 3), and whose families are faithful and regular worshippers;
- (vi) Children of existing staff members, whose families are faithful and regular worshippers

In the event that two or more applicants have equal right to a place under criteria (ii) – (vi) above, the Governing Body will apply the subsequent criteria, in order of priority, to these applicants.

### ***Tie Break***

If two or more applicants still have equal right to a place under these criteria, then the Governing Body will use as a tie-break measured in a straight line from the centre point of the home address to the centre point of the Academy (see Note 4).

### ***Unfilled Foundation Places***

If there are fewer than 50 qualified applicants for Foundation places, any unfilled places will become additional Open places. All applicants for Foundation places will also be considered for Open places, and if they are successful in gaining a Foundation place, their name will be removed from the list of Open candidates.

### **Open Places**

The Governing Body has designated **at least 100 places** each year as Open places, to be offered to pupils who do not qualify for a Foundation place, but whose parents have chosen Blue Coat CE Academy.

If there are more applicants than the available number of Open places, places will be allocated according to the following criteria. These are stated in order of priority:

- (i) Looked after children (including previously looked after children);
- (ii) Children with known medical or social or pastoral needs who have an exceptional need for a place at Blue Coat CE Academy (see Note 2);
- (iii) Children who will have a sibling (in Years 7-11) in the Academy at the time of application and at the time of admission (see Note 3)
- (iv) Children who have attended one of the following designated “partner” primary schools:
  - All Saints National Academy, Bloxwich
  - Birchills CE Community Academy, Birchills
  - Blue Coat CE (A) Junior School, Walsall
  - Christ Church CE (C) Primary School, Leamore
  - Cooper & Jordan CE (A) Primary School, Aldridge
  - Holy Trinity CE (C) Primary School, Clayhanger
  - Little Bloxwich CE (C) Primary School, Little Bloxwich
  - Old Church CE (C) Primary School, Darlaston
  - St Giles CE (C) Primary School, Willenhall
  - St John’s CE (C) Primary School, Walsall Wood
  - St Margaret’s CE Primary School, Great Barr
  - St Michael’s CE (C) Primary School, Pelsall
- (v) A member of staff who has been employed at The Academy for two or more years at the time at which the application for admission is made/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- (vi) All other children

### **Tie-Break**

In the event that two or more applicants have equal right to a place under criteria (ii)-(vi) above then the Governing Body will use as a tie-break measured in a straight line from the centre point of the home address to the centre point of the Academy (see Note 4).

### **Applications into Year 12**

The Governing Body is responsible for the admission of students to Blue Coat CE Academy Sixth Form and can admit 80 students to Year Twelve each September

All students need to apply and must meet the entry requirements stated below.

All places in Years 12 and 13 are deemed to be Open Places.

Entry Requirements into Year 12 are as follows:-

- For Advanced level and Level 3 Courses — five GCSEs or equivalent at grade 4 including English and Maths at level 4/5. At least grade 4 or equivalent in the course that the student wishes to follow unless they wish to do Maths or any Science in which case Grade 5 is required.
- For Level 2 courses — five GCSEs or equivalent at grade 2 and level 3 in English and Maths is desirable.

In the event that there are more applications from outside the Academy to Year 12, after the admission of students with a Statement of Educational Need that names the Blue Coat CE Academy, places will be prioritised on the following basis:

- (i) looked after children (including previously looked after children);
- (ii) children with known medical or social or pastoral needs who have an exceptional need for a place at Blue Coat CE Academy (see Note 2);
- (iii) children who will have a sibling (in Years 7-11) in the Academy at the time of application and at the time of admission (see Note 3)
- (iv) children of staff
- (v) all other children.

### ***Tie-Break***

In the event that two or more applicants have equal right to a place under criteria (ii)-(v) above then the Governing Body will use as a tie-break measured in a straight line from the centre point of the home address to the centre point of the Academy (see Note 4).

### **Casual Admissions/In Year Applications**

The Academy will consider all such applications and if the year group applied for has a place available, and fair access protocol is followed, admit the child. If more applications are received than there are places available, the oversubscription criteria shall apply. Parents whose application is turned down are entitled to appeal in writing addressed to the Clerk to the Governing Body c/o Blue Coat Church of England Academy, Birmingham Street, Walsall, WS1 2ND. Appeal forms are available, upon request, from the Clerk to the Governing Body at the above address. Appeals should detail clearly the reason for the appeal and enclose any documents or evidence to support the appeal. Please mark the envelope ADMISSION APPEAL. Families will be notified of the decision within 30 school days of the appeal being lodged. Applications may be refused if any information provided is found to be fraudulent or misleading.

Further information may be obtained from:

**The Admissions Officer, Blue Coat CE Academy, Birmingham Street, Walsall, WS1 2ND.**

## NOTES

### 1. Applications on faith grounds

“Faithful and regular worshipper” is defined as worshipping at least twice a month for two years prior to application.

Parents applying for a place on faith grounds must complete the Supplementary Information Form (which can be obtained from The Academy Admissions Officer, Blue Coat CE Academy, Birmingham Street, Walsall WS1 2ND, Tel: 01922 720558, Email: [st-cawleys@bluecoatacademy.org](mailto:st-cawleys@bluecoatacademy.org) or from the Local Authority and return this form direct to the Academy Admissions Officer at Blue Coat CE Academy, signed by an appropriate faith leader.

In the context of faith-based applications, “family includes parents (or carers) and siblings. It does not include grandparents or other members of the extended family.

### 2. Medical or social or pastoral needs

Any application based on medical or social or pastoral needs must be supported by (an) appropriate professional reference(s), e.g. doctor, social worker, educational psychologist, priest or faith leader. Applicants should be able to demonstrate why Blue Coat CE Academy is the most suitable school and the difficulties that would be caused if the child had to attend another school.

### 3. Siblings

“Sibling” refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’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 (in Years 7-11).

### 4. Distance

Distance will be measured in a straight line from the centre point of the Academy to the centre point of the home address using the Local Authority’s computerised measuring system.

### 5. Waiting Lists

Waiting lists will be held where in any year the Academy receives more applications for places than there are places available. Waiting lists will be held for each of the two admission categories (Foundation and Open places). The waiting list will operate until 31<sup>st</sup> December in the year of admission for Year 7. We operate a new waiting list every term for years 8 to 11 and start the new waiting list for year 7 in the spring term and then again the summer term as with the other year groups. It will be open to any parent to ask for his or her child’s name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above. Priority will be given first to Foundation place applicants and then to Open place applicants (any looked after children — including previously looked after children - will always be given absolute priority for a place).

6. Appeals

Parents who are not offered a place for their child have the right to appeal to an independent appeal panel. Parents wishing to appeal should complete the Appeal Form and return to the Clerk to the Appeal panel c/o Blue Coat CE Academy, by the deadline date as stated in the offer letter. Please mark the envelope ADMISSION APPEAL. The appeal will be heard within 40 school days of the deadline for lodging appeals. Appeals in respect of Year 7 intake for September 2025 should be lodged by Friday 18<sup>th</sup> April 2025. Please mark the envelope ADMISSION APPEAL. Appeals received after this date may not be resolved before the end of the school year. Should an appeal be unsuccessful, the governing body will not consider further applications from those parents within the same academic year unless there have been significant and material changes in their circumstances.

7. General

Admissions to the School will be co-ordinated through the Local Authority's Coordinated Scheme and its timetable. Applicants for Foundation places will be required to complete the Blue Coat CE Academy Supplementary Application Form.

This Policy will be reviewed on a regular basis in line with the timetable in the Academy admissions annex, the School Admissions Code and statutory requirements.

## **APPENDIX A**

### **Designated "Partner" Church of England Primary Schools relevant for 'Foundation' Places.**

- All Saints National Academy, Bloxwich
- Birchills CE Community Academy, Birchills
- Blue Coat CE (A) Junior School, Walsall
- Christ Church CE (C) Primary School, Leamore
- Cooper & Jordan CE (A) Primary School, Aldridge
- Holy Trinity CE (C) Primary School, Clayhanger
- Little Bloxwich CE (C) Primary School, Little Bloxwich
- Old Church CE (C) Primary School, Darlaston
- St Giles CE (C) Primary School, Willenhall
- St John's CE (C) Primary School, Walsall Wood
- St Margaret's CE Primary School, Great Barr
- St Michael's CE (C) Primary School, Pelsall



# BLUE COAT CHURCH OF ENGLAND ACADEMY

## SUPPLEMENTARY INFORMATION FORM

### APPLICATION FOR A PLACE ON FAITH GROUNDS

This form should only be completed for pupils whose families have been faithful and regular worshippers for at least twice a month for two years prior to application in a Church of England Parish Church or other Anglican place of worship, or in another Christian Church affiliated to Churches Together in Britain and Ireland (CTBI) and/or the Evangelical Alliance

**1. Full Name of Child** **Date of Birth (ddmmyy)**

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**2. Address and Postcode**

<b>Email Address:</b>	<b>Contact No.</b>

**3. Name and Address of Church/Place of Worship attended**

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**4. Denomination (please tick)**

Church of England	<input type="checkbox"/>	Roman Catholic	<input type="checkbox"/>
Baptist	<input type="checkbox"/>	Society of Friends (Quaker)	<input type="checkbox"/>
Methodist	<input type="checkbox"/>	Salvation Army	<input type="checkbox"/>
Orthodox	<input type="checkbox"/>	United Reformed Church	<input type="checkbox"/>
Elim	<input type="checkbox"/>	Other Christian	<input type="checkbox"/>

If you have ticked "Other Christian" above, please specify

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**5. How long have you/the child worshipped here?**

Parent(s) / Guardian(s):

Child:

Years & Months

Years & Months

**6. How many times per month (including weekday services) do you/the child worship**

Parent(s)/Guardian(s):

Child:

x per month

x per month



**7. If you have moved within the last two years, please give details of your previous place of worship and length/frequency of attendance**

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**8. Does your child currently attend a designated “Feeder” Primary School (see Appendix A of the Academy Admissions Policy)?**

Yes  
No


If Yes, please state name of the Primary School Attended:-

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**9. Name of Minister/Faith Leader of your current place of worship & Contact details**

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**10. Declaration by Parent/Carer**

I certify that these details are, to the best of my knowledge, correct

Signed:

(Parent/Guardian)

Date:

Name of person signing (Please print in BLOCK CAPITALS)


**11. Declaration by Faith Leader (Your faith application will only be accepted if the details below are provided and it is signed and stamped by your Faith Leader)**

I certify that the information in Sections 3-6 is, to the best of my knowledge, correct

Signed:

Official Stamp:

Name:

Email Address:

Contact Number:

(Minister/Faith Leader)

Date:

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**THIS FORM MUST BE COMPLETED IN FULL, SIGNED AND STAMPED BY YOUR FAITH LEADER AND RETURNED DIRECTLY TO THE ACADEMY AT THE ADDRESS SHOWN BELOW BY 31<sup>ST</sup> OCTOBER 2024 AT THE LATEST**

**PLEASE RETURN TO:**

**Mrs S Cawley  
Student Support Services  
Blue Coat CE Academy  
Birmingham Street  
Walsall  
WS1 2ND**

**Tel: 01922 720558  
Email: st-cawley-s@bluecoatacademy.org**