Walsall Academy

Rules of Admission
Year 7
September 2026

Approved by the Local Governing Board –
July 2024

RULES OF ADMISSION TO YEAR 7
FOR SEPTEMBER 2026

Admissions to Walsall Academy will be made in accordance with the statutory School Admissions Code and the School Admissions Appeals Code. Applications are welcomed from children of all abilities and with disabilities. Please inform the Academy of any specific disability which may result in a child requiring individual help during the Admissions procedure.

The published pupil admission number (PAN) is 168. For September 2026 an additional 40 places have been agreed by the Local Governing Board and provides a total of 208. These additional places will be reviewed each year and should not infer that the number of places will be 208 in the future. All places will be filled by allocating from the full range of ability of applicants.

Admission of Students

Children with an Education, Health and Care Plan (EHCP) will be admitted where Walsall Academy is named as the appropriate placement. The admission of children in this category is dealt with by a separate procedure in collaboration with the Local Authority.

If the Academy does not receive 208 applications all applicants are offered a place.

Admissions Oversubscription Criteria

When the number of applications for admission is greater than the places the Academy will be oversubscribed and all applications will be considered against the criteria set out below and places will be allocated in the following order:

Banding of Applicants

Applicants will be placed in one of nine ability bands based upon their score in the NFER (National Foundation of Education Research) Non-Verbal Reasoning Test.

Band	1	2	3	4	5	6	7	8	9	total
% in normal distribution	4%	7%	12%	17%	20%	17%	12%	7%	4%	100%
Number of places (if 208 allocated)	8	15	25	35	42	35	25	15	8	208

All children who apply for a place at the Academy will be invited to attend an assessment, namely the NFER Non-Verbal Reasoning Test. The assessment will last one hour and will be held at Walsall Academy. Children cannot “fail” the NFER assessment and therefore any request to re-sit the assessment will be refused. The assessment results will be used to ensure that the Academy admits the full range of ability of applicants (through a normal distribution of ability). Parents will be advised of the results of the NFER test on request in accordance with the Statutory Code.

If an applicant fails to sit the admissions assessment, their application will be deemed to be withdrawn.

Children in Public Care (Looked after Children) will be given highest priority for admission within each band. Looked after Children are children who are in the care of a local authority or provided with accommodation by a local authority. This also includes previously looked after children who were looked after, but ceased to be so because they were adopted, became subject to a residence order or special guardianship order.

Children of staff at the school are given the next priority in each band where a member of teaching staff has been employed by the multi academy trust for two or more years at the time at which the application for admission to Walsall Academy is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Distance from the Academy will be used combined with banding to decide who will be offered places next. From within each of the bands the applicants that live closest to the Academy (not their ranking within the band) will be given priority for admission. Distance is calculated in a straight line from the centre point of the home address post code to the centre point of the Academy. Home address is classified as the permanent residence where the applicant is living at the time of the offer (ie 1 March 2026) and there must be evidence it is not temporary or for the purposes of gaining advantage to seek admission. The Academy may ask for proof in such cases where it may be suspected that unfair advantage is being sought by applicants on the issue of residence. Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, the main residence will be determined as the address where the child spends the majority of the week. Documentary evidence may be required in such cases.

If the applicant moves address after registering their application and before 1 March, they must inform the Academy as soon as possible after moving.

For families of service personnel with a confirmed posting, or crown servants returning from overseas, the address at which the child will live should be used, as long as some evidence of their intended address can be provided.

Where there are insufficient children in a particular band, the next nearest child will be selected from the band below, then the band above.

Tie Breaker

Where two applications cannot otherwise be separated, the place will be offered on the basis of random allocation.

Eligibility and Disability

Eligible applicants are those children who were born between 1 September 2014 and 31 August 2015.

Walsall Academy is committed to a fair and equal treatment of all individuals. The Academy welcomes applications from children with disabilities.

Procedures for Admission

To apply, parents/carers of prospective students are required to complete a Registration Form for their eligible child. This form must be returned directly to Walsall Academy before **26 September 2025** to ensure all testing is completed by the National Applications deadline of **31 October 2025**.

This Registration Form has two purposes:

1. For all parents to notify the Academy that they are applying for a place and that they wish for their child to sit the banding assessment.
2. For parents who would like their child to be considered for any concessions in the assessment, to make the Academy aware of this. The Academy will make decisions as to the appropriate adjustments (e.g. wheelchair access, scribes, larger print etc.) required under equalities legislation.

As part of the National Co-ordinated Admissions Arrangements across all Admissions Authorities parents/carers are also required to complete a Preference Form provided by their Local Authority. This form must be completed and returned to the Local Authority before **31 October 2025**.

Please note: Parents/carers should complete the Walsall Academy Form and the Local Authority Preference Form for the application to be considered within the nationally agreed time-scale.

Parents/carers should read Walsall Children's Services - Education Walsall publication "Information for Parents/Guardians about admission to Secondary School for September 2025" which will be provided with the Local Authority Application Form. This is available on the Walsall Council website.

The Academy will liaise with Walsall Children's Services and other neighbouring Local Authorities in keeping with the National Co-ordinated Admissions Procedure during the process of selection. Parents/carers need to be aware that preferences relating to the ranking and the naming of Walsall Academy on the Local Authorities Preference Forms are taken into consideration by the Local Authorities (but not by Walsall Academy).

A date will be set for the applicant to attend an assessment. In most cases, **applicants who do not attend the assessment will not be further considered for a place at the Academy**.

The application will only be valid if all the information required is supplied and all the forms are returned by the specified date.

208 applicants will be offered a place for admission in September 2026. Those who are offered a place at the Academy will be informed by a letter posted on **1 March 2026** and will be asked to complete and return an acceptance form by **16 March 2026**.

Those not offered a place will be informed by a letter posted on **1 March 2026** and will have been offered a place at an alternative school by their Local Authority.

Waiting List for Admission to Year 7

If the Academy is oversubscribed, unsuccessful applicants may be placed on the Waiting List. If vacancies arise, those on the Waiting List will be offered a place using the Academy's Admissions Criteria outlined previously.

The Waiting List will be maintained until 31 December 2026. The school will then write to parents on the Year 7 Waiting List to determine if they wish to remain on the list if a place becomes available. In January 2027, the Waiting List is then reconstituted. The reconstituted list will then be maintained and places will be offered as they come available in accordance with the Academy's Admission Criteria.

The Appeals Procedure

Parents/carers who do not obtain a place for their child may appeal against the decision. There will be an Independent Appeals Panel appointed in accordance with the provisions of the statutory School Admission Appeals Code.

Appeals should be presented in writing to; The Clerk of the Independent Appeals Panel, c/o Walsall Academy, no later than **21 March 2026.**

Late Applications

The policy on late applications for Walsall Academy is in line with Walsall Children's Services arrangements. Preference Forms and, where appropriate, schools' own Registration Forms, received after the closing date, are classed as late applications. Any request to change the name or ranking of a school made after the closing date will be classed as a late application.

Late applications will normally be considered for places after all the applications that were received by the closing date. Therefore, late applicants may be less likely to be offered a place at one of their preferred schools.

If a Walsall Preference Form is received after the closing date the application will be passed to the appropriate admission authority for consideration under its Late Application Policy. Each admission authority is required to publish its own Late Application Policy which explains how late applications will be dealt with.

Late Applications received up to 4 weeks after the closing date

Late applications received up to four weeks after the closing date may be considered as being on time but only where there are exceptional circumstances, including, but not limited to:

- Where the family was unable to complete the application by the Closing Date because they moved into the Borough of Walsall.
- The family were unable to comply with the admission timetable because of exceptional circumstances which prevented the application arriving on time.
- When a single parent has been ill for some time. Evidence from an appropriate professional may be required to support this criterion.

In these cases the circumstances must be shared with the Admission Authority of Walsall Academy.

This only applies to applications received between 1 November 2025 and 28 November 2025.

Late Applications received more than 4 weeks after closing date

Applications for schools received more than 4 weeks after the closing date but before the Notification Date will be considered only after all other applications. Unless there are exceptional social, medical or domestic circumstances. Evidence from a professional will be required and any cases will be decided at a meeting convened by Governors to determine if any such application should be considered with those that were on time.

This applies to applications received between 29 November 2025 and 28 February 2026.

Applications received after the Notification Date (once places have been offered)

Applications received after the notification date: a place will be offered at the highest ranked school if places are available. For Walsall residents, if a place is not available at any of the ranked schools a place will be offered by Walsall Children's Services in accordance with their published policy and the child's name will be added to the Waiting List for schools listed as preferences in admission criteria order.

Mid-Year Admission Policy

Any parent can apply for a place for their child at any time outside the normal admission round. If an application is received and there are no places in the application year group, applicants will be placed on a waiting list using exactly the same process and criteria as above for Year 7 entry oversubscription.

Any vacancies will be offered on the basis of the admission criteria for the Academy. Assessment sessions for Mid-Year Admissions will be held as required.

Parents have the right to appeal against the refusal of a place.

Walsall Academy will communicate with the relevant local authorities to ensure that they are advised of any pupil mobility in the interests of safeguarding.

Please refer to our Frequently Asked Questions (FAQ's) here where you may be able to find answers to common issues raised.

TIMETABLE FOR 2026 ADMISSIONS

1 SEPTEMBER 2025
Application Forms, Rules of Admission, Academy Prospectus

31 OCTOBER 2025
Closing date for Registration for Banding Test

STUDENT ASSESSMENT SESSION DATES
First Assessment Session – **NOVEMBER 2025**

Additional assessment sessions will be arranged for applications received after the Academy's closing date above, as necessary

Test scores will only be made available to parents on request

31 OCTOBER 2025
Agreed deadline for return of Preference Form to Local Authority

1 MARCH 2026
Parents/carers and Primary Schools notified of the result of applications

16 MARCH 2026
Agreed deadline for return of Acceptance Form

21 MARCH 2026
Agreed final deadline for submission of appeals against decisions

APRIL/MAY 2026
Appeals considered

SUMMER 2026
The Induction Programme for the new intake will take place.