

UTC Admissions Policy

Sir Simon Milton Westminster University Technical College

UTC ADMISSIONS POLICY FOR YEAR 10 ENTRY in 2018/19

INTRODUCTION

The Sir Simon Milton Westminster University Technical College will provide an excellent educational experience for 14 to 19 year olds of all abilities across London, ensuring learners fulfil their potential and progress with sound academic outcomes. The aim is to inspire and develop a new generation of engineers, technicians and business leaders with the life skills, confidence and knowledge to succeed in their careers, and our UTC Admissions Policy reflects these aspirations. Arrangements for Years 10 are set out below.

The Sir Simon Milton Westminster University Technical College is committed to straightforward, open, fair and transparent admissions arrangements. The school will act fully in accordance with the School Admissions Code, the School Admissions Appeals Code and admissions law as they apply to Academies.

PUBLISHED ADMISSION NUMBERS

When fully operational the UTC will provide for 550 pupils overall, including 350 students post-16 and 100 in Year 10 and 100 in Year 11.

APPLICATION PROCESS

The Sir Simon Milton Westminster University Technical College manages its own admissions. Applications should be made directly to the UTC admissions team. Full details of the application process will also be available in the local authority brochure, *Westminster: Your choice for secondary education - A guide for parents with children transferring to secondary school*.

Inaccurate or false information on the form could result in the place being withdrawn.

Copies of the application form are available from the Admissions Team at the Sir Simon Milton Westminster University Technical College and from the UTC's website.

Applications must be made by 1 March 2018 for KS4 Pupils. Notification of offers of places will be made by letter by 30 April 2018 for Key Stage 4 students.

ALLOCATION OF PLACES

100 Year 10 places will be offered annually

If the number of applicants matches, or is fewer than the number of places available all applicants will be offered a place.

OVERSUBSCRIPTION: if there are more applicants than places available the following process will come into effect:

PLACES WILL BE OFFERED IN THIS ORDER:

1. Children with a statement of Special Educational Need (SEND) or Education Health and Care Plan (EHCP) where the Sir Simon Milton University Technical College Westminster is named on the statement/plan will be admitted.
2. Looked After Children and Previously Looked After Children.
3. Places will then be offered to students in relation to the distance the student lives from the entrance of the UTC measured by a Westminster approved Digital Program taking those living nearest first and continuing until all the remaining places are filled.

LATE APPLICATIONS

All applications received after the deadline will be considered as late applications. Late applicants will be considered after those received on time. If, following consideration of all applicants, the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

FAIR ACCESS PROTOCOL

Sir Simon Milton Westminster UTC is committed to taking its share of vulnerable children at Key Stage 4 who are hard to place, in accordance with locally agreed protocols. Accordingly, outside the normal round of UTC admissions, the school governing body is empowered to give absolute priority to a child whose admission is requested under Westminster's Fair Access Protocol, which carries the agreement of both the governing body and local authority for the current admission year. The UTC's governing body has this power even for cases when admitting such a child would cause the school to exceed the normal published admission number.

WAITING LISTS

If the school is oversubscribed, names of all unsuccessful applicants will be placed on a waiting list. The list will operate in accordance with the oversubscription criteria defined above. The list will be re-ordered in accordance with the oversubscription criteria whenever anyone joins or leaves the list.

Applicants whose application was unsuccessful can request that their name is included on the waiting list.

ADMISSION OUTSIDE NORMAL YEAR GROUP

Parents may request that their child is admitted as a UTC student to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting his or her schooling. All such requests will be considered on their merits and either agreed or refused, on that basis. If a request is refused the child will still be considered for admission to their normal age group. With the application, parents should request that the child is admitted to another year group (and state which one), and the reasons for that request