



Admissions Policy 2025-2026

Approved by:	Workington Academy LAB
Date:	October 2025
Proposed review date:	The admissions arrangements are determined annually and consultation takes place at least every seven years.
Owner:	Headteacher

REVIEW SHEET

The information in the table below details earlier versions of this document with a brief description of each review and how to distinguish amendments made since the previous version date (if any).

Version Number	Version Description	Date of Revision
1		
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General Principles

There will be no limit to the number of places available to students entering the Sixth Form from Workington Academy or Whitehaven Academy Year 11. The admission number for external students entering West Coast Sixth Form is 50 students each year per campus. Our oversubscription criteria can be applied to any applications over this number.

It is incumbent upon the school (by law) to provide independent advice and guidance (IAG) at all stages of the admissions process such that the best pathway to long term sustainable and successful career pathways can be forged for the young people in our locale. Our aim is to ensure that this can be achieved by providing good information and guidance about what Workington Academy can offer as well as working with partners to explore alternatives to school to the betterment of the prospects of the student as an individual.

Entry Criteria

The following entry criteria for admission to the Sixth Form shall be the same for students on roll in Year 11 at either Academy and external applicants:

- Students will make an application for a place in the Sixth Form by way of a selection of 3 Level 3 subject choices.
- A student will have achieved 5 grades at GCSE or equivalent at 4 or above unless there are exceptional circumstances about which the Head Teacher reserves the right to make a final decision.
- Any student who has not achieved a grade 4 in English Language or Mathematics will continue to study towards that qualification.
- Students should have achieved the minimum entry requirements for each subject to be studied (see course details for information);
- An appropriate course of study must be available for the student;
- An individual student must be prepared to follow a course of study recommended by the school.

Oversubscription

In the event of oversubscription, applications from within the catchment area (a map is available on request) will be considered first and determined using the following criteria:

- 1a. Children in Public Care will be admitted as top priority in accordance with Regulations of 2005. Children with Statements of Special Educational Needs or Disability (SEND) or Education Health Care (EHC) plan naming the school will also be admitted.
- 1b. Where the child lives in the School's catchment area, as defined by a map to be published annually with the School's admissions procedures and have a brother or sister (sibling) attending the school at the time of application with a reasonable expectation they will be attending at the time of the new academic year.
2. Where a child lives in the School catchment area.
3. Where a child lives outside the catchment area and has a brother or sister in school giving priority to those children with the youngest siblings.
4. Children from outside the catchment area.

In the event of oversubscription in any category above, priority will be determined by the proximity of the child's home to Workington or Whitehaven Academy using the shortest walking distance by road from the main entrance of Workington or Whitehaven Academy to the main door of the residence, with those living nearest being given priority. (This is determined by using 'Data Map', a GIS system used by the Local Authority). Apartments/flats will be treated equally with the measurement taken to the main entrance of the block. If after applying the

distance tie-breaker there are more applications than places available from the apartment/flat block furthest away, a further tiebreaker of Random Allocation will be used for the applications from this block.

By sibling we mean:

- Children living at the same address who have one or both natural parents in common
- Children living at the same address who are related by parent's marriage
- Children living at the same address whose parents are living as partners at this address □
Children who are adopted
- We do not include "cousins" within our definition of sibling

Timetable for Admission

January	Information Evening
February - April	Advice & Guidance meetings with Head of Sixth Form
March-May	Letter confirming subject choices subject to entrance requirements being met
July	Start Up Days
August	GCSE results are published
August (post results)	Admission confirmed or refused
September	Independent Appeals

Appeals

Any student refused the offer of a place in the Sixth Form has the right of appeal to an independent appeals panel.