

Weydon Multi Academy Trust

Woolmer Hill School - Exceptional Circumstances Framework

Occasionally there will be a very small number of children for whom exceptional social/medical circumstances will apply, which may warrant a placement at a particular school. In all cases, supporting documentation should be submitted as to why the child should attend the school and why no other school could meet the child's needs. The evidence must be specific to the school.

Please provide a covering letter to the school's Governors' Admissions Committee along with your supporting evidence. For entry into Year 7 each September, this information needs to be received by the closing date for applications. For In Year requests, the covering letter to the school's Governors' Admissions Committee, along with supporting evidence from a relevant professional, must be submitted with the application. The supporting evidence must be from the relevant registered professional involved with the child.

When considering what information to forward to the Governors' Admissions Committee, please provide a covering letter explaining your child's situation and explaining why no other school could meet your child's needs. Please also include your child's full name, date of birth, current school and home address.

Your additional supporting evidence could come from (not exhaustive):

- Medical consultant, CAMHS worker, GP, Psychologist, Psychiatrist
- Current school, Social worker, Health visitor, Housing officer, Police or Probation officer
- Home school link worker, Family support worker, Domestic abuse worker
- Any other professional

All documentation from professionals must be on official headed paper and state the child's name and reflect the child's current situation.

Common medical conditions, allergies and special educational needs can usually be supported in all schools and therefore exceptional circumstances would not normally be given for these circumstances.

It is the applicant's responsibility to provide all evidence in support of their request and it is not possible for the request to be considered under this criterion if additional evidence is not supplied.

Applications will be assessed by the Governors' Admissions Committee alongside with the advice from the Headteacher/Principal and Admissions Officer.

All requests will be considered in accordance with the Equalities Act 2010. Providing evidence does not guarantee that your child will qualify for a priority place.