



Wembley  
Multi-Academy  
Trust

ACHIEVEMENT FOR ALL



WEMBLEY HIGH  
TECHNOLOGY COLLEGE

## ADMISSIONS POLICY

### September 2027 entry

Policy reference	WHTC-02
Policy owner	Headteacher
Policy version	0.01
Date updated	February 2026
Approved by	Board of Trustees
Date approved	February 2026
Date of next review	February 2027

## Criteria for Admission to Wembley High Technology College 2027 – 2028.

The school has an admission number of 210 for entry in Year 7 in 2027 – 2028.

Wembley High Technology College is a highly oversubscribed College. We received over 1100+ applications for 230 places in September 2026.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

### Application Process for Year 7 Applications

The school will operate within the Brent Co-ordination Scheme and Applications for Secondary Transfer should be made using the Common Applications Form. Admissions are centrally administered via [eadmissions.org.uk](http://eadmissions.org.uk)

### Children with an Education, Health and Care Plan

If your child has an Education, Health and Care Plan the Local Authority will process your application for a school place as it is their responsibility to arrange SEN provision and consider the suitability of individual schools.

### Over Subscription Criteria

Where applications for admission exceed the number of places available, the following will be applied in the order set out below:

1. Looked After Children, including previously Looked After Children and children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Special medical or social reasons. These reasons must relate to the student and does not apply to family members. Parents applying under this criterion must provide supporting evidence from a professional e.g. a consultant, stating why Wembley High Technology College is the most suitable school and the difficulties caused if the child attends another school.
3. Children who have a sibling at Wembley High Technology College on the date of admission.
4. Children of staff of Wembley High Technology College: priority will be given to children of staff in either of the following circumstances:
  - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; and/or
  - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. Feeder Schools: Wembley High has 5 feeder schools: East Lane Primary School, Barham Primary School, Harris Primary Academy South Kenton (formerly Byron Court Primary School), Lyon Park Primary School and Sudbury Primary School. First priority will be given to students who attend East Lane Primary School which is within the Wembley Multi-Academy Trust. Places will then be allocated from the other 4 feeder schools. Where the number of applications arising from this criteria exceeds the number of places available, those living nearest the College will be accorded a higher priority.
6. Those living closest to the College: distance will be measured in a straight line from the front door of the child's permanent address (including flats) to the school reception, [using the Local Authority's computerised measuring system], with those living nearest to the College being accorded the highest priority. Where applicants live in the same block of flats, measurements will be taken from the door of each individual.

### Tie-break

Within each criterion (1-6), priority will be given to the applicant who lives closer to the College (in a straight line from the front door of the child's permanent address to the school reception). A random allocator will be used to determine the offer of a place where two or more children are deemed to live the same distance from the College.

## **Admission of Children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1. To apply please provide a written statement outlining the reasons for your application.

## **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

All appeals for on-time applications for Year 7 will be heard in line with the timeframe which will be displayed on the school website in the Spring Term. Appeals for all other year groups will be heard within 10 days of the appeal being logged.

## **Late Applications under the Co-ordinated Admission Scheme**

The school will comply with the Local Authority regarding Late Applications as detailed in the Local Authority's School Guide.

## **Waiting List (In-Year Applications)**

Wembley High Technology College will operate a waiting list. Where the school receives more applications for places than there are places available, a waiting list will operate and be closed at the end of the academic year. This will be maintained by Wembley Multi-Academy Trust and 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. In-Year Application Forms are available on the school's website.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list, meaning that a child's position on the waiting list can go down as well as up. The waiting list will be closed each year and will not roll over.

## **“Hard to Place” and Excluded Students from Other Schools**

The school will work closely with the Local Authority, in accordance with local protocols, regarding students who fall into these categories. Children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with an In-Year Fair Access Protocol take precedence over those on a waiting list.

## **Sibling**

Sibling refers to brother or sister, half brother or sister, or adopted brother or sister. The child must be living in the same family unit at the same address.

## **Split Residency**

If a child's residence is split equally between both parents, then parents will be asked to determine which is the residential address of the purpose of admission to the College. If the residence is not split equally between both parents, then the address used will be the address where the child spends the majority of the school week.

## **Twins, Triplet and other children of multiple births**

In the event that the school has one place to offer and the next child on the waiting list is one of twins, triplets or other children of multiple births, the policy of the school is not to separate them even if this means that the school will temporarily go over the published Admissions Number.

The Board of Trustees reviews this policy on an annual basis.