

## **Barnacre Road Primary School Determined Admissions Policy**

### **1. Policy and Numbers**

Barnacre Road Primary School has an age range of 3 – 11 years.

The school has a 52 place Nursery where pupils are admitted from their third birthday. Admission to the Nursery does not guarantee a place in Barnacre Road Primary School Reception class.

The school has a 30 place Reception class where pupils are admitted in the year of their fifth birthday.

Barnacre Road Primary School has adopted the LEA policy for admissions to the Reception class and children are admitted without reference to ability or aptitude.

### **2. Oversubscription**

Where applications for admissions exceed the number of places available, the following criteria will apply, in the order set out below to decide which children to admit:

1. Children in Public Care/Looked After Children (any looked after children and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order);
2. Children that have a brother or sister currently attending the school; (siblings include brother, sister, half brother, half sister, stepbrother and stepsister, children who live in the same household who may not be blood relatives and whose parents/guardians are not married)
3. Where there are medical grounds (supported by a doctors certificate) for admitting the child;
4. Other children

### **Notes**

#### **Tie Break**

Where there are more applicants for the available places within a category, then the distance between the Ordnance Survey address points for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is within the body of the property and usually located at its centre. Where the cut off point is for addresses within the same building, then the single measure between address points will apply. In the event of a tied distance measurement between address points, the Local authority system of a random draw will determine which address(es) receive the offer(s).

### **Shared Parenting**

Where the parents live at different addresses, and there is shared parenting, the address used will normally be the one where the child wakes up for the majority of Monday to Friday mornings. If there is any doubt about this, then the address of the Child Benefit recipient will be used. Parents may be asked to show evidence of the claim that is being made for the address used

### **Twins/Triplets**

Where there are twins, etc wanting admission and there is only a single place left within the admission number, then the Governing Body will exercise as much flexibility as possible within the requirements of infant class sizes. In exceptional circumstances cases we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits. This may also apply to siblings who are in the same year group.

### **Late Applications / Waiting List**

Where we have more applications than places the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. The waiting list will be maintained for the full autumn term. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

### **Non-routine admissions**

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine or in-year admissions. Parents wishing their child to attend this school should arrange to visit the school. They will be provided with an application form once they have a definite local address. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no place, then the admissions committee will consider the application and information about how to appeal against the refusal will be provided. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book.

Please note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

### **Deferred admission and part time provision**

If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January. You may also request that your child attend school part time until he/she reaches his/her fifth birthday.

### **Appeals**

Where the governors are unable to offer a place because the school is over subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. **Parents should notify the clerk to the governors at the school by the recommended date.** Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

Appeals which are received after the deadline will be slotted into the schedule where this is possible. There is no guarantee that this will happen and late appeals may be heard after the stipulated date at a second round of hearings. The schedule is subject to change depending upon the availability of appeal panel members, clerks, venues and the number of appeals for each school (which will vary year on year).

If your child was refused a place in Reception or Key Stage 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which in the circumstances no reasonable governing would have made, or that your child would have been offered a place if the governors' admissions arrangements had been properly implemented.

Please note that this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school.

### **General**

The School will agree any changes to its admissions arrangements with the Secretary of State for Education. It will establish arrangements for appealed against non-admission which will include an independent element. Details of admissions and appeals arrangements will be published each year.

**Signed:**

**Dated: October 2018**