



FARINGTON PRIMARY SCHOOL

POLICY NAME: Admissions Policy

ADOPTED: Autumn Term 2025

REVIEW PERIOD: Autumn term 2027

Policy Document Version Control

Responsibility for Policy:	Headteacher
Policy approval/date:	Autumn Term 2025
Frequency of Review:	Annual (This policy is for admissions 2027 – 2028). Policy will be reviewed again accordingly for 2028 – 2029 intake.
Next Review date:	Autumn 2027 for Admissions 2028 - 2029
Related Policies:	
Minor Revisions:	Tweaks to policy wording and made to be in line with guidance from admission provider and local authority (Lancashire County Council).
Major changes	
Full re-write	

Farington Primary School **Admissions Criteria for 2027/28**

Our standard admission number is 30 children. Where the school receives more applications than places available, the following admission criteria will be applied:

When a school is oversubscribed on parental preferences, then the following priorities apply in order:

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note (x) below), then
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned (see note (i) below, then
3. Children eligible for Services Premium, then
4. Children with older brothers and sisters attending the school when the younger child will start, (see note (iii) below), then
5. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority, (see note (v) below.

If you wish to apply for a place or require further information on the application process, please follow [this link](#), or call us on 01772 421977.

Additional Notes

(i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without an EHC Plan/Statement who have special needs. Parents are responsible for providing the professional supporting evidence with the application by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional.

(ii) As required by law, all children with a Statement of Special Educational Needs/Education, Health and Care Plan naming a school will be admitted before the application of the over-subscription criteria. Children who have a Statement for Special Needs/EHC Plan will have their applications considered separately.

(iii) Brothers and sisters includes full brothers and sisters, step children, half brothers and sisters, fostered and adopted children living with the same family at the same address; and full brothers and sisters living at different addresses.

(iv) The distance criterion will be used as the tie breaker if there is oversubscription within any of the admission criteria; it is a straight line (radial) measure.

If the Local Authority is unable to distinguish between applicants using the published criteria (e.g. siblings, those living the same distance from home to school, or families residing in the same block of

flats) places will be offered via a random draw. The draw will take place at the local authority's office and the name/s will be drawn by an officer who is independent of the admissions process.

The distance measure is a straight line measurement (radial) between the applicant's home address points and the address point of the school (co-ordinates provided by ordnance survey data).

(v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residency may be requested at any time throughout the admissions process, (including after a child has accessed a school place). If there is any doubt about this, then the address of the Child Benefit recipient will be used.

(vi) The Local Authority will keep waiting lists for all Lancashire primary schools until 31 August 2027. These are kept in priority order using the school's published admission criteria. From 1 September 2027, waiting lists will be transferred to and retained by individual admission authorities (the Local authority for community and voluntary controlled schools and own admission authority schools will each retain their own list). To comply with the School Admissions Code the waiting lists must be retained until at least 31 December 2027. Each child added will require the waiting list to be ranked again in order with the published admission criteria.

(vii) Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.

Application forms received after the published closing date, will only be considered at that time if the following conditions apply:

(a) if the number of preferences received for the school is below the published admission number or:

(b) there are extenuating circumstances justifying a late application.

These may include:

(a) parents moving into the County after the closing date;

(b) parent/carer illness which required hospitalisation for the major part of the period between the publication of the composite prospectus and the closing date for applications.

(viii) the highest priority must be given to looked after children and children who were previously looked after, but ceased to be so because they were adopted (or became subject to a residence order, child arrangement orders or special guardianship order). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders, child arrangement orders or special guardianship orders) immediately following having been looked after. This includes children who are legally adopted from overseas. Relevant, legal documents must be provided to evidence the adoption.

A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school. A child is regarded as having been in state care in a place outside of England if they were

accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society (see Section 23ZZA(8) of the Children's Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017). This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). Child arrangement orders are defined Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence orders in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

(ix) Admission authorities may give priority in their oversubscription criteria to children eligible for the service premium. The service premium is additional funding paid annually to schools under Section 14 of the Education Act 2002 for the purposes of supporting the pastoral needs of the children of Armed Services personnel.

In Year Admissions & Admissions for Year Groups 1 to 6.

In-year admission is the process of applying for a school place during the school year. Any applications for the intake made after the start of the autumn term will be treated as an in-year application. Where you are requesting a place for your child mid-year for any year group, admissions will be administered by the school.

If you are new to the area or want to request a transfer to Farington Primary School for your child, you can contact us directly to find out if a place is available. If we do not have any places available, we can place you on a waiting list if this is desired. If places become available and there is more than one child on the waiting list, our above admissions code will be applied.

Where a place cannot be secured, parents will be offered a legal right of appeal to an independent appeal panel.

Lancashire County Council administers the appeals process on behalf of the school. Parents can complete the school's [appeal form](#) on Lancashire County Council's website.