



Admissions Arrangements for Bricknell Primary School, School Year 2019/20

(Adapted from Hull City Council's published admissions arrangements for community schools)

1. Background

Bricknell Primary School is a converter academy. Upon conversion, the Academy Trust of Bricknell Primary School became its own admissions authority; this means it is responsible for setting its own admissions arrangements.

The Local Authority (Hull City Council) continues to be responsible for co-ordinating all admissions in their area, and making offers of places.

Further details on how to apply for a school place can be found on the council's website www.hullcc.gov.uk/admissions.

2. Admission Arrangements

The admission arrangements set out how many children the schools will admit and how they will decide which applicants will qualify for places if the number of applications is more than the number of places available.

For the school year 2019/20, Bricknell Primary School will continue to use the pre published admission arrangements for Hull City Council community schools.

These admission arrangements are detailed below:

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2019. Parents are given the opportunity to express three preferences for a primary school. Published criteria are used to decide which children should be offered the available places. In primary schools an equal preference system operates, whereby the three parental preferences are given equal status. Each preference will be considered equally against the admissions criteria.

The allocation of school places is based on parental preference following the High Court judgment against Rotherham LA. Parents/carers are required to submit applications under the arrangements set out in the co-ordinated admissions scheme.

Applications for pupils having statements of special educational needs or Education and Health Care Plans (EHCP) will be dealt with in accordance with the Code of Practice on Special Educational Needs. Where a school is named in a child's statement or EHCP following consultation with the Head and Governors, the governing body are required to admit the pupil.

After the allocation of statemented pupils, where the number of applications is greater than the remaining places the following criteria will be applied in the order set out below:

1. Children in public care at the time when preferences are expressed and who are still in public care at the time of their admission to school, and those who have been previously looked after (see note (v) overleaf)

2. Significant medical factors or exceptional family circumstances. (see note (i) below)

3. Being resident in the catchment area of the school. (see note (ii) below)

4. Having a brother or sister who will be attending the school at the expected time of admission.

(see note (iii) below)

5. Geographical, with priority being given to those living nearest to the school. (see notes (ii) and (iv) below)

Criteria 4 and 5 will be used as a tie-breaker for other criteria. If the school is over subscribed from within its catchment area after the allocation of statemented and children under criteria 1 and 2, then the brothers/sisters and geographical criteria will be used in that order as tie-breakers.

Notes

(i) Significant medical needs must be supported at the time of application by a letter from a GP, hospital consultant or other medical professional indicating how a pupil's medical condition relates to the school preference.

Exceptional family circumstances must be supported at the time of application by a letter from a supporting agency (eg. Social Worker or Family Support Worker) indicating how the circumstances relate to the school preference. These applications will be given consideration under a review procedure in advance of school allocations being completed.

(ii) Residence is defined as the normal family address where the child resides. The qualification date is the closing date for applications under the co-ordinated

admissions scheme. (Where families change normal address after the closing date but before the allocation process has finished this can be considered under the review procedure). See appendix 1 catchment area map.

Where parents live at separate addresses and have joint custody, the address used will be the one where the child spends the main part of the school week (ie. Sunday night to Thursday night inclusive). Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place.

(iii) Brothers and sisters include children with the same natural parents living at the same address children with the same natural parents living at different addresses (eg due to separation of natural parents) half- brothers/sisters living at the same address step – brothers/sisters living at the same address - children living as part of the same family unit with their parents/guardians at the same address.

(iv) The measurement of distance is the shortest available safe route for pedestrians along footpaths, using footpaths alongside roads marked on the current street map of the City. Front entrance of home property (residence) to main entrance of school site is used. (The only exception to this is the maintained footpath along St Ninian's Walk for access to Bricknell primary School). The Authority will use Routefinder, a computer mapping system, to make measurements.

(v) The highest priority must be given to looked after children (1) and children who were looked after, but ceased to be so because they were adopted (2) or became subject to a residence order (3) or special guardianship order (4). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.

(1) 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 function (see the definition in section 22(1) of the Children Act 1989)

(2) Under the terms of the Adoption and Children Act 2002. See section 46 (adoption orders)

(3) Under the terms of the Children Act 1989. See section 8 which defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live

(4) See section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order.

2. Published Admissions Number

The published admissions numbers for the Academy Trust schools for the school year 2019/20 are as follows.

BRICKNELL PRIMARY SCHOOL: PUPIL ADMISSIONS NUMBER (PAN) = 90

3. Admissions Timetable

The common timetable for admissions in the school year 2019/20 (pupils born between 1st September 2014 and 31st August 2015) is detailed below:

1 October 2018 Online application system becomes available. Common Application Forms (CAFs) available from customer service centres, schools, nursery schools and early years providers.

15 January 2019 Deadline for submission of applications. The application form should be submitted online or returned directly to the School Admissions Team, Room 128, The Guildhall, Alfred Gelder Street, Hull, HU1 2AA.

16 April 2019 Letters and emails sent to parents confirming school allocations and rights of appeal where necessary.

30 May 2019 Final date for appeal forms to be returned to the Admissions Team to be heard in July.

It is very important that you submit your application stating what your preferences are by **15th January 2019**. If you do not get your online application submitted or return your form by this date you may find that all the places at your preferred schools have been taken up by pupils whose applications were in on time. Only in exceptional circumstances, eg: families moving to the city after the closing date, may late applications be able to be considered.

4. In Year Fair Access

This refers to the council's duty to ensure that access to education is secured quickly for children who have no school place and those with challenging behaviour are offered a place at a suitable school as quickly as possible.

The council accordingly has a protocol detailing arrangements for the placement of pupils who may be hard to place due to a history of challenging or disruptive behaviour, to other vulnerable pupils who may be at risk of being out of school for periods of longer than 15 days and those pupils who may require a managed move transfer to a new school for the purpose of making a fresh start.

5. Pupils moving into the area during the academic year

Parents / carers moving into Hull during the academic year should complete and In Year Transfer Form. This will allow parents to express up to three preferences, in rank order, for a place at a school and give reasons for their preferences. The completed form should be sent to the Admissions Team, 2nd Floor Treasury Building, Guildhall Road, Hull HU1 2AB.

