



**Admissions Policy & Criteria**  
**2021 - 2022**

The Trustees of Humber Education Trust recognise the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences offered in our schools can make towards pupils' personal and social education.

These admission arrangements explain how pupils will be admitted to schools in our trust, including how many children. It also sets out a procedure for in the case of any of the schools being oversubscribed.

The following primary schools are part of Humber Education Trust:

- Adelaide Primary School
- Broadacre Primary School
- Christopher Pickering Primary School
- Clifton Primary School
- Maybury Primary School
- Neasden Primary School
- Parkstone Primary School
- St Nicholas Primary School
- Woodland Primary School

The Academy Trust is its own admissions authority; this means it is responsible for setting its own admissions arrangements. The Local Authority continues to be responsible for coordinating all admissions in their area, and making offers of places.

Further details on how to apply for a school place can be found at [www.hullcc.gov.uk/admissions](http://www.hullcc.gov.uk/admissions).

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 2020/21 the schools that make up Humber Education Trust will use the following admission arrangements.

Applications for pupils having an Educational Health and Care Plan will be dealt with in accordance with the Code of Practice on Special Educational Needs and if one of our schools is named in a child's statement, the local governing body are required to admit the pupil. After the allocation of pupils with an EHC Plan, where the number of applications is greater than the remaining places the following criteria will be applied in the order set out below.

**Criteria for Admission to schools within Humber Education Trust:**

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
2. Significant medical factors or exceptional family circumstances
3. Being resident in the catchment area of the school. Proof of residence will be required.

4. Children with a brother or sister who will be attending the school at the expected time of admission
5. Geographical, with priority given to those living nearest to the school

Criteria 4 and 5 will be used as a **tie-breaker** for other criteria. If the school is oversubscribed 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

- *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 the application by a letter from a supporting agency (eg Social Worker or Family Support Worker) indicating how the circumstances relate to school preference.*

- *Residence is defined as the normal family address where the child resides. The qualification date is the closing date for applications. 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 (i.e. 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.*
- *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.*
- *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 highest priority must be given to looked after children and children who were looked after but ceased to be so because they were adopted.*

## Pupils moving into the area during the academic year

Parents/carers moving into Hull during the academic year should complete an *In-Year Transfer Form*. This is available for the council website or from the admissions team. This will allow parents to express their preference for a place at the school and give reasons for their preferences.

### **Deferred and part time attendance**

Parents may defer the date their child is admitted into the academy until later in the year but not to the point at which they reach compulsory school age, and not beyond the beginning of the final term of the school year in which the place was offered. Where parents wish, children may attend part time until later in the year not beyond the point which they reach statutory school age.

### **Requests for the admission of children outside their normal age group**

Parents may request a place for their child outside of their normal age group. Any parent wishing to do so should make this clear at the time of application and also their reasons for such a request.

### **Appeals**

Any parent refused a place will be offered their right to appeal against the decision to an independent appeals panel. This is likely to occur when the year group is full and will be managed by the Local Authority.

### **Waiting List**

If your child is refused admission to the school, your child's name will be placed on a waiting list. The waiting list is based on the published admission criteria and all children are kept on that list in order of the criteria until at least the end of the Autumn Term. This list is kept by the Local Authority Admissions Team.

### **Our special schools**

Humber Education Trust has 3 special schools for children with profound and severe learning difficulties. These are:

- Ganton School
- Frederick Holmes School
- Tweendykes School & Sixth Form

All children and young people attending these schools have an Education, Health and Care Plan (EHCP), which is reviewed annually.

The Local Authority determines which pupils are admitted to the school and supports those pupils placed here. The Local Authority moderates all applications and decides which pupils are most suitable for placement, in agreement with the school. Occasionally assessment places are offered to pupils who are new to the area.

There is an appeal process for families who make an unsuccessful bid for a place at the school for their child.

## Published Admissions Number

The published admissions number for the HET schools during the academic year 2021 – 2022 are as follows:

School	PAN
Adelaide	60
Broadacre	60
Christopher Pickering	60
Clifton	45
Maybury	30
Neasden	40
Parkstone	50
St Nicholas	30
Woodland	30