



## **Admissions Policy**

**Sidmouth Primary School**

**Ratified by Governors: 7<sup>th</sup> February 2019**

**Mission Statement:**

***Each individual should achieve his or her potential.***

## **SCHOOL ADMISSION ARRANGEMENTS – 2020/21**

### **CRITERIA FOR ADMISSION TO COMMUNITY PRIMARY SCHOOLS 2020/21**

The Authority has a duty to co-ordinate admission arrangements for all Hull primary maintained schools.

The Authority will ensure that all Hull parents who apply for a school place and whose children are starting school for the first time, receive the offer of one primary school place on the agreed date. The criteria which are to be used to allocate places to a community school are described below.

#### **PRIMARY SCHOOLS**

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 an Educational Health and Care Plan (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 EHCP following consultation with the Head and Governors, the governing body are required to admit the pupil. After the allocation of pupils with an EHCP, where the number of applications is greater than the remaining places the following criteria will be applied in the order set out below:

#### **Admissions Criteria for Sidmouth Primary Schools**

1. Children in public care at the time when preferences are expressed, and those who have been previously looked after, (see note (iv) below). This includes children who have been looked after pupils in other countries and then adopted.
2. Being resident in the catchment area of the school (see note (i) below).
3. Having a brother or sister who will be attending the school at the expected time of admission (see note (ii) below)
4. Geographical, with priority given to those living nearest to the school (see notes (ii) and (iii) below). Criteria 3 and 4 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 children with an EHCP 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)** 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 commenced this can be considered under the review procedure).

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.

**(ii)** 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.

**(iii)** 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 Authority will use Routefinder, a computer mapping system, to make measurements.

**(iv)** 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 functions (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 define 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.

## **AIMS AND OBJECTIVES**

- We are an inclusive school that welcomes children from all backgrounds and abilities.
- All applications are treated on merit and in a sensitive manner.
- The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we follow the procedure set out below in order to determine whether a child is accepted or not. It is how we wish to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to excess demand on the school places available.
- The level of ability of a child or any special needs that he/she may have plays no part in the admissions policy of this school.

## **HOW PARENTS CAN APPLY FOR THEIR CHILD TO BE ADMITTED TO OUR SCHOOL**

- As our school is a community school, the school determines the admission arrangements in agreement with the LEA.
- Parents have the right to express a preference for the school of their choice and they should do so on the relevant application form. Expressing a preference does not, in itself, guarantee a place at this school. Application forms can be obtained from the Education Department of the LEA and from the school and should be completed by the date stipulated on the forms. The Local Authority notifies parents about the school place as soon as all the applications have been considered.
- Children enter school in the September of the academic year in which they will become five. Parents who would like their child to be admitted to this school during the year their child is five should ensure they have complete the necessary application form by the end of January of the same year.

### **Sidmouth Primary Schools proposed admission number and admission authority:**

School Admission:-	Local Authority
Published Admission number 2017/18:	60
Published Admission number 2018/19:	60

In Year Admissions for Sidmouth Primary School.

1.1 An in-year application is an application made for a place at a school

a. in a year group other than the normal year of admission to the school (Reception year at a primary school, year 7 at a secondary school).

b. is submitted outside the normal admissions round (applications received from 1 September in the year of admission)

1.2 Applications for residents in Hull should be made to Hull City Council using the In-Year Application Form in accordance with the co-ordinated Scheme for In Year Transfers. Applications for residents outside of Hull should contact their own Local Authority. Where that authority does not co-ordinate in-year transfer requests the application should be made to Hull City Council School Admissions Team.

2. Determining an application

2.1 A child's eligibility for a place will be determined by reference to the in-year admission arrangements and Fair Access Protocol. The governing bodies of academies and foundation and voluntary aided schools can elect to adopt these arrangements.

2.2 An in year applicant will be allocated a place if the number on roll in the appropriate year group is below the published admission number for that year group at the time it was published for the normal round admissions.

2.3 A application for a child that has been permanently excluded twice will be considered on its own merit and in accordance with the School Admissions Code.

2.4 Applications will be dealt with in the order in which they are received. Where more that one application is received for a school place, the place will be allocated in accordance with the oversubscription criteria for that school.

2.5 Waiting lists will be maintained where an applicant has made and appeal for has made a written request to the admissions team to be placed on a waiting list.

3. Admission to a school

3.1 After the allocation has been confirmed to the head teacher of Sidmouth Primary School, the child will, where possible, be admitted to the school within 10 school days.

