



A Guide to Primary School Admissions 2025-2026

Dear Parent/Guardian,

Starting school is a big step in your child's life. This booklet should help make this as easy as possible by providing all the information that you should need to help you through this process.

If you live in Hull and your child was born between 1 September 2020 and 31 August 2021, then they will be due to start in the reception year of a school in the 2025/2026 school year. You need to have made your application by Wednesday 15 January 2025. You can do this by applying online at www.hull.gov.uk/admissions

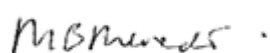
Please read this booklet carefully and in particular, take note of the admissions criteria for the schools that you are interested in. For more detailed information about individual schools, you can contact them directly. They will welcome your enquiries and be happy to supply information about curriculum details, school uniforms, examination results and other areas of interest.

Offers of primary school places will be made on Wednesday 16 April 2025.

If you need more information or help to use the online service, please contact the admissions team on (01482) 300 300, look at the information about admissions on the Council's website (www.hull.gov.uk/admissions) or call into one of the council's customer service centres or any Hull library.

We are committed to ensuring that all children in Hull are given opportunities to achieve their potential. Starting at primary school for the first time is a key step in this journey. I hope that you find the information in this booklet helps you through the school admissions application process to achieve this as easily as possible.

Yours faithfully,



Assistant Director,
Learning and Skills
Hull City Council

Contents

Important dates to note and remember	3
Myth-Busters – Get the facts	4
Parental responsibility	5
Home address	5
Proof of address.....	6
Fraudulent applications	7
Defer or delay full time education	7
Frequently asked questions	9
Choosing a school	10
Making an application.....	12
Late applications	13
How an application is processed.....	14
Waiting lists.....	15
If you have not been allocated your preferred school	15
Oversubscription Criteria	16
School details	60
Making an in-year application	72
How to apply	72
Education outside of chronological year group	73
Fair Access Protocol	73
Appeals.....	74
Attendance at school	75
Early Years.....	75
Home to school transport.....	76
Free school meals	77
Educating your child at home	78
Children with Education Health and Care Plan (EHCP) and admissions	79
Attendance at an independent school.....	80
Foreign national children living in the UK.....	80
School term dates	81
Withdrawing school place offers	82
Further help available	83
Primary Catchment Map.....	84

When to apply

If your child was born between 1 September 2020 and 31 August 2021, you must apply for a place at a primary school for September 2025. You can apply for places online at hull.gov.uk/admissions from Tuesday 1 October 2024. You will be invited to express up to three preferences for primary schools and give reasons for those preferences by the deadline date of Wednesday 15 January 2025. The timetable for all primary school applications in the city is set out below. The timetable includes dates by which applications must be submitted and appeals lodged.

Important dates to note and remember

DATE	ACTION
Tuesday 1 October 2024	Online application system becomes available via the council website. A paper copy of the Common Application Form (CAF) is available on request. Contact the School Admissions Team at 01482 300 300 or email lsadmissions@hullcc.gov.uk
Wednesday 15 January 2025	Deadline for submission of applications. In the case of parents/carers of children living in Hull, the online application form is available on the Hull City Council Website. Any supporting evidence can be attached to the online application.
Please note, once you have submitted your application online you cannot make any amendments. If you need to change your application, you must contact the Admissions team on 01482 300 300 or at lsadmissions@hullcc.gov.uk	
Wednesday 16 April 2025	Letters and emails sent to parents/carers confirming school allocations and rights of appeal where necessary
Friday 30 May 2025	Final date for appeal forms to be returned to the Admissions team
July 2025	Appeal hearings commence

It is very important that you apply before Wednesday 15 January 2025. If you apply late you, may find that all the places at your preferred schools have been allocated to pupils whose applications were made on time.

If your child has an Education Health and Care Plan (EHCP), the school consultation and placement process will be dealt with by SEND Assessment and Review Team.

More information about what is available to children and young people with a disability or special educational needs can be found on the Local Offer website at hullsendlocaloffer.org.uk or you can contact the SEND Assessment and Review team on 01482 616007 or email at SEND@hullcc.gov.uk

Myth-Busters – Get the facts

It's easy to make assumptions about how school admissions work. Here are some of the common assumptions and misunderstandings as well as the facts.

My child has a right to a place at one of my preferred schools.

Not true...your child will only be offered a place if they qualify according to the schools' admissions criteria. If your child does not qualify for any of your preferred schools, we will offer them a place at the next nearest school with a vacancy remaining after all the on time applicants have been offered places

My child is in the nursery so will automatically go into Reception.

Not true...you must apply for your child even if they already attend the nursery. Schools must consider applications from children in the nursery in the same way as other applications, that is in line with their published admission arrangements.

If I only put one school on my application I must be given a place.

Not true...listing only one school does not increase your chance of being offered a place. You are strongly advised to give your nearest or catchment school as one of your preferences.

Other children who live close to me go to the school so I will get a place.

Not always...the number of pupils offered a place under each criterion for each school will change each year. Just because you know someone who goes to the school does not mean that your child will qualify for a place.

It does not make any difference if my application is late.

It matters...if you apply after Wednesday 15 January 2025 we will look at your application after we look at those we received on time. This may mean you will not get a place at your favourite school.

I already have a child at the school so I will be given a place even if I apply late.

Not always...if you have a child already at the school your application will have a higher priority. However, if the school is full after we have given places to those who applied on time, we will not be able to allocate you a place.

I do not want my child to start school in September so I don't need to apply yet.

Not always...if you do not apply for a place before Wednesday 15 January 2025 you may find that the school is full. Your child must be in school the term following their 5th birthday but to defer your child's entry to school you should still make your application now.

Parental responsibility

You can only submit an application for a school place if you have parental responsibility. If you share parental responsibility, you must be in agreement with everyone who shares that

responsibility about the information and preferences submitted on the application. Please ensure that everyone is in agreement before making an application.

If we receive conflicting preferences for the same child, we will not process the application unless we are provided with further evidence as to which preferences should be accepted, (for example, a court order). If no agreement is reached before the end of the school year, we may not be able to allocate any preferred school and will allocate the next nearest school with a vacancy.

Home address

You may only use one address when making an application. The child's normal place of residence will be the property at which the child and the parent or person with parental responsibility for the child, lives when the application is made. You should notify the Admissions Team if your address changes after your application is submitted.

We may check addresses against other records held by Hull City Council, in accordance with the authority's Data Protection Registration.

Addresses must be permanent and must not be those of relatives or temporary addresses, such as when staying with family, child-care arrangements or holiday accommodation.

Where there is joint residence, the address used must be the address at which the child is resident for most of the school week. If this is evenly split, then parents/carers must jointly select one address and use only this address on the application. This address cannot then be changed after the application has been submitted.

If your child is currently living with another family member under a voluntary arrangement, we will not use their address for allocating a school place. The home address will be recorded as the home where Child Benefit or GP registration is recorded.

If you change your address after submitting your application, you must notify the Admissions team and send us the relevant proof of this. This can be a signed copy of your tenancy agreement showing the length of the tenancy agreement. Short term tenancies may not be accepted. If you are purchasing a property, a letter or email from your solicitor confirming exchange of contracts and a date of completion should be provided along with

evidence of leaving your current property. You must be able to show you are residing at the home address. If we can, we will take your new address into account before allocations are made.

If you are a member of the armed forces and are not currently living in the UK and are due to return because you have received a posting or marching out orders, you can still make an application and a place can be allocated. We will need to see evidence of the official relocation date and Unit postal address or quartering area address.

Proof of address

We may request further proof from you that your child is ordinarily resident at the stated address. We may ask you to provide evidence, such as child benefit documentation or GP registration. We may request to see both entry and exit proof when we query your address.

Entry proof will include –

- signed tenancies
- posting orders
- proof of exchange
- documents showing you have registered your property for the purposes of taxes, the electoral roll and with other relevant government agencies (for example your driving licence)

Exit proofs include any relevant documentation pertaining to the disposal of your previous address and include, for example, landlord notice to leave, completion of sale document or an exit utility bill.

Additional information may be requested at any time.

We also require satisfactory details of the ownership, tenancy and disposal of any previous addresses. If we require any proof of residence, we will contact you to request it before we can continue with your application.

If you are already resident at an address, you will need to provide some suitable proof such as a copy of the current financial year's council tax statement. When you apply online, you may be asked to enter your Council Tax Reference for this purpose.

If you are moving to a new address and renting, you will need to provide a full copy of your new (minimum 12 months duration) tenancy agreement, signed by yourself. For a 6 month tenancy, we ask for written confirmation from your landlord that they will not issue a 12 month tenancy agreement and the reasons why or confirmation that it is a 6 month rolling

tenancy with the expectation that you will be in the property for longer than 6 months. Short term tenancies may not be accepted.

If you are moving to a new address and purchasing a property, you will need to provide a letter or email direct from your solicitor. This must be on exchange of contracts and include the date of completion, together with evidence you have left your previous address.

Fraudulent applications

The city council makes every effort to ensure that all school places are allocated in strict accordance with its published admission arrangements. The Local Authority (LA) takes the issue of fraudulent applications very seriously. If the LA receives any information alleging that an application has been made fraudulently, it will require parents/carers to provide evidence to confirm residence at the address. Where the Authority has made an offer of a place at a school on the basis of fraudulent or intentionally misleading information which has effectively denied a place to a child with a higher right of entry, this place will be withdrawn. If the Authority withdraws a place on the above grounds, you will be offered a place at another school and notified of your right of appeal.

The offer of a school place that is made in error will be withdrawn by the admissions authority.

The Admissions Team may refer any evidence of fraud to its Fraud Investigations Team.

Defer or delay full time education

All children have the right to start school full time in the September following their fourth birthday. However, parents/carers have the flexibility to choose when their child starts school on a full time basis. Parents/carers can also choose a free full time or part time place in nursery or other early learning provider so their child can access the Early Years Foundation stage.

Deferred entry

If you feel that your child is not ready to take up a full-time or part-time place at school the term following their fourth birthday, you can choose to defer their entry until later in the academic year (January or April). You can request a part-time place at school but your child must be in full-time education when they reach compulsory school age (the term following their fifth birthday).

It is important that you apply for a school place before Wednesday 15 January 2025, even if you are considering deferring your child's entry into school. If you do not apply before the closing date, you may find that your preferred school is full and we cannot offer a place later

in the academic year. Once a place has been allocated at a school you can discuss your intentions with them. You must let your allocated school know as soon as possible if you wish to defer your child's entry.

Delayed entry/Summer born applications

The government has recognised the concerns of parents who have summer-born children regarding their readiness for full-time education. This applies equally to children who were born at full term and those born prematurely who would otherwise have been born in the following academic year.

Delaying entry means that you are requesting that your child begins full-time education in Reception class the year following their chronological year group. If your child is born between 1 April and 31 August, you may request that your child's entry into Reception class is delayed. This will be considered by the admissions authority of your preferred schools. The admissions authority will require evidence to support your request to delay entry. There is no guarantee that your request for a delayed entry will be accepted.

If you wish to make an application for a summer-born child to start school in a Reception class in September 2026, you must still submit an application before Wednesday 15 January 2025 and notify the Admissions team that you will be seeking to delay entry for your child. If your application to delay entry is approved, we will cancel your application for a school place for September 2025 and you must make a new application the following year.

The government have produced a guide for parents who want more information about delayed entry into school. The link to find a copy of the guide is [gov.uk/government/publications/summer-born-children-school-admission/summer-born-children-starting-school-advice-for-parents](https://www.gov.uk/government/publications/summer-born-children-school-admission/summer-born-children-starting-school-advice-for-parents)

Frequently asked questions

When does my child start school?
All children will be able to start school full time at the beginning of the Autumn Term. This does not mean your child must start full time attendance in the Autumn Term. Parents can defer their child's full-time admission until later in the school year. However, it will not be possible to defer this beyond the beginning of the term after their fifth birthday or into the next academic year.
Does my child have to start full time at school?
You can request a part time place at a school as long as your child is in full time education the term following their fifth birthday. To arrange a part time place you should contact the school as soon as your place is allocated to discuss this.
If I provide evidence of medical/exceptional circumstances am I guaranteed a place?
No, it will be for the admission authority of the school to determine whether the evidence provided meets the requirements of the criteria. The application may be given a higher priority but there is no guarantee that a place will be allocated.
Do I have a better chance of getting my highest preference if I apply early?
No, all applications received up to the closing date are considered equally. Places are not allocated on a first come first served basis.
Am I guaranteed a place at my catchment school?
No, places are not guaranteed even for those pupils who live in the catchment area. If there are more applications than places available, then places are allocated according to the published admission arrangements of the school.
What happens if I apply late?
You will have less chance of receiving one of your preferred schools. See the section on late applications.
Do I have to apply if I want to delay my child's entry into school?
Yes, you must still make an application before Wednesday 15 January 2025 and notify the Admissions team that you wish to delay entry. If you do not apply and your delayed entry application is unsuccessful you may not be allocated a place at any of your preferred schools.
Can I apply for just one school?
Yes you can, but we strongly recommend you apply for three preferences. If we cannot allocate your preference of school, we may not be able to allocate a place at a school close to you.
What happens if I do not get a place at my first preference of school?
We will consider your second and third preferences and if possible allocate you a place at one of these schools. Your child will be placed on the waiting list and we will offer you the right of appeal.
What happens if I am not allocated any of my preferred schools?
We will allocate a place at the next nearest school that has a vacancy and you will be offered the right of appeal and placed on the waiting list for your preferred school(s)
What are my options if I do not get allocated one of my preferred schools?

You can accept a place at the school allocated, consider requesting an alternative school. You can also appeal against the decision to refuse a place at your preferred school.

How does the waiting list work?

We will keep a waiting list until the end of the autumn term. Waiting lists are kept in the oversubscription criteria order published by the school e.g. sibling link, staff, distance. It does not depend on who applied first for the school.

How do appeals work?

If we cannot offer you a place at your preferred school because it is full, we will automatically send you some guidance on how to appeal and the necessary appeal forms. For more information see the section on appeals.

What happens if I want to change my preference(s) after the closing date?

Unless there are exceptional circumstances for changing your preferences after the closing date the new preferences will be considered as a late application and will be processed after those that were received on time.

If I cannot apply online, where do I send the paper forms?

If your child is attending a Hull Primary School nursery you can hand in your completed CAF to your child's school. You can also return the CAF direct to: The Admissions Team, Room 128 Guildhall, Alfred Gelder Street, Hull, HU1 2AA.

Choosing a school

In deciding which school is the best one for their child, parents/carers usually consider a range of factors. Some key points for you to consider are –

Catchment Area

Most addresses in the city of Hull fall within a primary school's catchment area. Attending the school serving the area where they live means that children are taught in their local area, with other children from the same area, making it easier for them to make and keep friends and ensuring the child has a familiar and stable social group and environment.

Children living in a school's catchment area are given a high priority for a place. There is, however, no guarantee of an offer of a place at your catchment school as it may be full or oversubscribed in your child's year group. We strongly recommend that you name your catchment area school or nearest school as one of your preferences, even if it is your third preference.

If you do not name your catchment or nearest school as one of your preferences it is likely that any application for home to school transport will be declined.

To check your catchment or nearest school see the catchment map at the back of this guide, visit the hull.gov.uk/admissions website or telephone the school Admissions team on 01482 300 300 or email lsadmissions@hullcc.gov.uk

Published Admission Number

Each school has an agreed maximum number of pupils it will admit into Reception each academic year. This is known as the published admission number. When the number of pupils allocated to a school reaches the published admission number, no further pupils will be allocated. Every school must publish the number of pupils it will admit into Reception as part of their admissions arrangements. These can be found later in this guide or by visiting hull.gov.uk/admissions or the school's website.

Find out about the school

The school's website will give you important detailed information about the life and character of the school. Read the latest OFSTED inspection report. Inspection reports can be seen at the school, the local library and the OFSTED website at ofsted.gov.uk These reports give a detailed snapshot of the school. Look carefully at the date of the inspection. If the inspection was some time ago, the information may be out of date. Please bear in mind that new academy schools may not yet have had an OFSTED inspection.

Schools are happy to discuss with you what they have to offer your child. If you want to visit a school, you should contact them directly to arrange this.

Do I have a real choice of school?

The 'choice' you have is which schools to select on your application form and which preference order you rank them. Naming a school does not guarantee that you will be offered a place there, although we will try to meet as many preferences as possible.

It is important that you make a realistic assessment of how likely it is that your child will get a place at the schools you name on the form. Some schools in Hull regularly receive far more applications than they have places available. Where this happens, the over-subscription criteria (which are set out in this booklet) must be used to decide which children should be given priority for a place at those schools. The information on individual schools later in this booklet shows how many applications each school received last year. You should study this section carefully before completing the preference form.

Types of primary schools in Hull

There are seventy one primary schools in Hull. One is a voluntary aided primary school and the remaining schools are academies. The governing body of the voluntary aided school and the academy trusts of the academy schools are the admission authorities.

The governing body or academy trust are responsible for setting and publishing the admission arrangements and ranking the applications they receive based on the published oversubscription criteria. They are also responsible for arranging or providing an appeal against the refusal of a place at the school.

Making an application

You can apply online for your child's school place. The benefits to consider are –

- it is quick and safe to use and you will receive an immediate acknowledgement via email to confirm receipt of your submitted form
- you can opt to receive an email on Wednesday 16 April 2025 confirming which school your child has been offered
- there is no risk that your application will get lost in the post
- the service is available 24 hours a day, 7 days a week from Tuesday 1 October 2024 up to Wednesday 15 January 2025.
- you can apply from wherever there is internet access, for example, home or a library.

You can access the online service at the following internet address hullcc.gov.uk/admissions

Select the link that takes you to 'My School Portal'. You will need to register your details before making an application. Once you have registered, you can go into the site again at any time by using your email address and password.

Common Application Forms

If you are not able to use the online service you can request a Common Application Form (CAF) by calling 01482 300 300 or emailing lsadmissions@hullcc.gov.uk. If you apply using a CAF we will write to you on Wednesday 16 April 2025 to confirm your allocated school.

Supplementary Information Forms

If one of your preferred schools is Alderman Cogan's CE Primary or St Andrew's CE Primary, you will be required to complete a supplementary application form which is available on the school's website or on the Hull City Council website at hull.gov.uk/admissions

Where should I apply to?

If you live in Hull, you can apply online using Hull City Council's online application system at hull.gov.uk/admissions. The online system is available 24 hours a day, 7 days a week from Tuesday 1 October 2024 to 11.59pm on Wednesday 15 January 2025, which is the deadline for applications to be received. The council offers free computer access at its libraries and Customer Service Centres.

You must apply through the Admissions team at Hull City Council if you want to apply for a place at any maintained or academy school, even if the school at which you want a place is outside Hull.

If you live in another local authority outside Hull, you must apply for a primary school place using your home council's online system, even if the school at which you want a place is in Hull. Your home local authority will then forward your application to Hull to consider.

You cannot apply directly to a school. Although many schools are their own admission authorities and may set their own oversubscription criteria, their admissions are still coordinated by the local authority. You must, therefore, make your application to the local authority where you live.

Late applications

The deadline for applications is Wednesday 15 January 2025. If you apply after this date your application may not be processed in time for you to receive an offer of a school place on Wednesday 16 April 2025.

All late applications are processed after those that arrive on time. If you do not apply before the deadline date, your preferred schools may be filled before your application is considered.

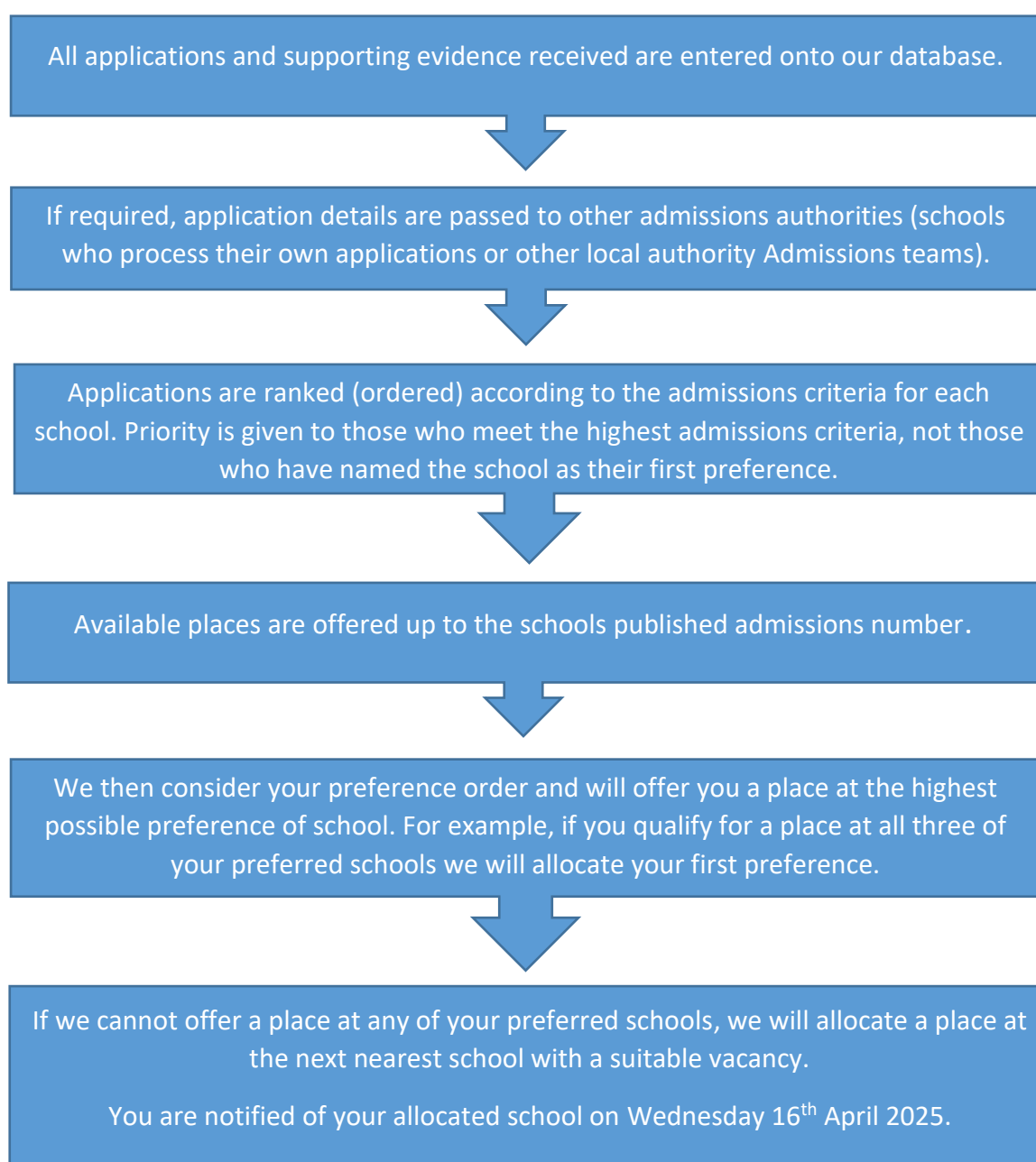
If we receive a late application before Wednesday 12 February 2025, it will be processed after those received on time and you will receive an offer of a school place on Wednesday 16 April 2025. Late applications received after Wednesday 12 February 2025 will not be

processed until Friday 9 May 2025. Changes of preference will be treated as late if they are received after the closing date.

After the second round of allocations on Friday 9 May 2025 all late applications will be processed in line with the oversubscription criteria of the preferred schools in the date order they are received.

How an application is processed

When you apply for a school place, we will coordinate with all your preferred schools, even if they are in another authority. You will then receive only one offer of a school place. A copy of our published coordinated scheme is available on the Hull City Council website at hull.gov.uk/admissions



Waiting lists

If your child cannot be allocated a place at your higher ranked preference of school, we will automatically place your child on the school's waiting list. Waiting lists are kept in the order of the oversubscription criteria from the school and not in the order of which the application was received.

After the first round of allocations on Wednesday 16 April 2025, we will automatically reallocate your child to a higher ranked preference of school if a place becomes available before the second allocation of places on Friday 9 May 2025.

After Friday 9 May 2025, if a place becomes available at a school, we will contact the first person on the waiting list to offer them the place. If the place is no longer required, we will contact the next person on the list until the place is filled or everyone on the list has been offered the place.

The waiting lists are kept until the end of the autumn term. However, at the end of term if you wish your child to remain on the waiting list for the rest of the academic year, you can do this by submitting your request in writing to the Admissions team.

If you have not been allocated your preferred school

If you have not been offered your preferred school, you can make a formal appeal. We will send you an appeal form when we write to tell you your child has been unsuccessful in the application for a preferred school. You should fill in this form and return it the Admissions team by the date specified on the appeal form. The appeal will be heard, within 40 school days of the closing date for appeals, by an independent appeal panel arranged locally. For appeals submitted by the deadline date in the 'starting school for the first time' process, hearings should be heard by July 2025.

Accepting a place at an alternative school will not in any way affect an appeal for your chosen school.

Some schools arrange their own independent appeals panels. Other school appeals are arranged by the democratic services department at the local authority. However, you can return your completed appeals form to the School Admissions Team, who will forward this on to the relevant school or department for you.

Further information about appeals is available later in this document in the 'Appeals' section.

Oversubscription Criteria

Each school or admission authority must have an admissions policy that clearly details how many school places are available and how school places will be offered should there be more applications than there are places available.

To determine this, applications must be ranked (ordered) according to a published set of criteria – these are known as the oversubscription criteria. Each individual criterion will have a clear definition.

The next section outlines the oversubscription criteria for each of the primary schools in Hull.

Adelaide, Broadacre, Bude Park, Christopher Pickering, Clifton, Highlands, Kingswood Parks, Maybury, Neasden, Parkstone, St Nicholas and Woodland Primary Schools.

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 EHC plan, 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.

1. All 'looked after children' or 'previously looked after children', including those from outside England.
2. Children of staff based in the academy (where the member of staff has been employed at the academy for 2 year or more years at the time that the application is made for a place at the academy or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage).
3. Children whose parents reside within the catchment area of the academy at the time of application. Proof of residence will be required. (Catchment area is marked on a plan). St Nicholas Primary School does not have a catchment area so applicants are welcomed from any part of the city.
4. Children, with a sibling who will be attending the academy at the expected time of admission.
5. Other children by distance from the academy, with priority for admission given to children who live nearest to the academy.

Criteria 4 and 5 will be used as a tiebreaker for other criteria. If the school is oversubscribed 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

1. A looked after child' is one 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). A previously looked after child is one who was previously looked after but ceased to be so because they were adopted (see Adoption and Children's Act 2002 section 46) or became subject to a child arrangement order (see definition in Section 8 of the children's Act 1989) or a special guardianship order (see the definition in section 14a of the Children's Act 1989)
2. A looked after child, or previously looked after child from outside England is a child who appears (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
3. 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.
4. Sibling is defined in these arrangements as natural brothers or sisters (children with the same natural parents who live at the same address or different address), adopted siblings, stepbrothers or sisters and foster brothers and sisters, who reside at the same address and will be attending the academy at the expected time of admission.
5. Distance. 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
6. Crown Servants. Officers employed by departments of the United Kingdom Government, such as FCO, DFID, UKVi.
7. Official letter. UKTi. Official Government letter issued by a Government department e.g. FCO, DFID, UKVi, UKTi.

Ainthorpe and Endike Primary Schools

If there are more applications than places available, we will apply the oversubscription criteria listed below. The oversubscription criteria are listed in the order we apply them. If it is necessary to distinguish between more than one applicant in any criteria, the next criteria will be applied until the tie-breaker is used.

1. Looked after children and all previously looked after children, including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Looked after children: A 'looked after child' is a child who, at the time of making an application to a school, is:

- a) In the care of a local authority, or
- b) being provided with accommodation by a local authority in exercise of its social services functions (see the definition in Section 22(1) of the Children Act 1989).

Previously looked after children: Previously looked after children are children who were looked after, but ceased to be so because they:

- a) were adopted under the Adoption Act 1976 (see Section 12 adoption orders) or the Adoption and Children Act 2002 (see Section 46 adoption orders), or
- b) became subject to a child arrangements order (as defined in Section 8 of the Children Act 1989 and as amended by Section 12 of the Children and Families Act 2014), or
- c) became subject to a special guardianship order (see 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)).

Previously looked after children includes children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

2. Where it relates to the school preference, significant medical factors (supported by a letter from the GP, consultant or other medical professional) or exceptional family circumstances (supported by a letter from the relevant agency, such as a social or family support worker).

3. Being resident in the catchment area of the school as denoted by the LA's map which can be found at:

https://www.hull.gov.uk/downloads/file/2010/Primary_Catchment_Map_May_2021.pdf

4. A child with a sibling on roll at the time of application. Siblings include a brother or sister who share the same parents; a half-brother, half-sister or legally adopted child living at the same address; a child looked after by a local authority placed in a foster family with other school age children; a stepchild or children who are not related but live as a family unit, where parents both live at the same address as the child.
5. The distance from the child's permanent home address to the school. Priority will be given to the child living nearest the school.

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.

Home Address:

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 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. Where families change normal address after the closing date but before the allocation process has commenced, this can be considered under the review procedure.

Tie-breaker:

If two or more children are tied for the last place, a lottery will be drawn by an independent person, not employed by the school.

Alderman Cogan's CE Primary

The school will admit all children with an Education, Health and Care Plan (EHCP) which names the school. If your child has any such EHCP, please contact your home local authority who will advise you on your options.

If the number of preferences expressed for the school exceeds the number of places remaining available (after the admission of any children with an EHCP which names the school), priority will be awarded to applicants using the following oversubscription criteria, which will be applied in the order of priority shown

- 1 Children who are looked after by a local authority and children who were previously looked after.

A “looked after child” is a child who at the time of making the application to school is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England in exercise of their social services functions.

A “previously looked after child” is a child who:

- (a) Was previously a looked after child in accordance with the above definition, but who immediately after being looked after was subject to an adoption, child arrangement or special guardianship order; or
- (b) Appears to the Trust (having sought advice from the Local Authority) to have been in state care outside of England and who have ceased to be in state care as a result of being adopted. A child is regarded as having been in state care in a place outside England if they were in the care of or were accommodated by a public authority, a religious organisation or any other provider of care whose sole or main purpose is to benefit society.

2 Children with exceptional social or medical needs where these needs can only be met at the school.

To be given priority on this basis, the Trust would have to be satisfied that the child’s social or medical needs were such that they can only be met at the school. The Trust may liaise with any third parties as they may deem appropriate in making their assessment and may seek the advice of any relevant Local Authority Panel in reaching its decision.

3 Children who have a sibling in school at the time the application is made and who will have a sibling in Reception or Years 1-6 at the school at the proposed date of admission. “Siblings” for the purposes of this policy refers to (a) children with the same natural parents living at the same address; (b) children with the same natural parents living at different addresses (e.g. due to separation of natural parents); (c) half- brothers/sisters living at the same address (d) step – brothers/sisters living at the same address (e) children living as part of the same family unit with their parents/guardians at the same address.

4 Children eligible for the early years’ pupil premium and Free School Meals Pupil Premium or service premium who attend the school’s nursery.

The Early Years and Free School Meals Pupil Premium is additional funding for publicly funded schools in England to raise the attainment of disadvantaged pupils and close the gap between them and their peers. Your child will be eligible if they are registered as eligible for free school meals at any point in the past 6 years. The priority does include families who remain eligible for Free School Meals under the transitional arrangements related to Universal Credit and Covid.

The school’s nursery is established and run by the school and is called Alderman Cogan’s CE Nursery. Children eligible on 28th February 2024 for the Early Years Pupil Premium who are

attending the school nursery at the time of application or children who are eligible on 28th February 2024 for the Free School Meals Pupil Premium. This priority does not include children who have only been eligible to receive Universal Infant Free School Meals. If you meet this criterion and are not eligible for priority 1, 2 or 3, you must attach supporting evidence and a Supplementary Information Form. Ebor Academy Trust will initially confirm eligibility for this priority using an electronic checking service such as the LGFL or the DfE Electronic Checking Service (ECS). This will be assessed on the first school day after 28th February. If the ECS check reveals you are not currently eligible, you will need to provide further evidence to confirm eligibility.

5 Children living within the Catchment Area (with priority given to children who regularly and frequently worship, or whose parent(s)/carer(s) regularly and frequently worship, at a Christian place of worship).

Priority within this criterion is given as follows –

A. Catchment Foundation Places - First priority will be given to those satisfying the requirements for a Catchment Foundation Place. In order to be eligible for a Catchment Foundation Place, the applicant must live in the Catchment Area and be able to demonstrate the required frequency of worship by the child or at least one parent/carers. The minimum level of worship will be attendance at worship an average of at least twice a month for the twelve months immediately prior to the date of application. The worship must be at a regular public service at a Christian place of worship. A Christian place of worship is defined as a church which is Designated under the Ecumenical Relations Measure 2018, nationally by the Archbishops of Canterbury and York, or locally by the diocesan bishop, or which is a member of Churches Together in England, or affiliated to the Evangelical 3 Alliance or a Partner Church of Affinity. The list of nationally designated churches can be found at https://www.churchofengland.org/sites/default/files/201904/list_of_designated_churches_3_oct_18.pdf. In order to be eligible for consideration for a Catchment Foundation Place, you will need to submit a completed Supplementary Information Form as outlined in paragraph 2b above which includes verification of attendance at worship from your minister of religion.

B. Other Catchment Places – After the admission of applicants eligible for a Catchment Foundation Place, priority will be given to all other children living in the Catchment Area

6 Children living outside the Catchment Area (with priority given to children who regularly and frequently worship, or whose parent(s)/carer(s) regularly and frequently worship, at a Christian place of worship).

The Catchment Area is the area shown on the map at Appendix 1. Priority within this criterion is given as follows:

A. Out of Catchment Foundation Places - First priority will be given to those satisfying the requirements for an Out of Catchment Foundation Place. In order to be eligible for an Out of Catchment Foundation Place, the applicant must satisfy the requirements for a Catchment Foundation Place, save for the requirement that they must live in the Catchment Area. In order to be eligible for consideration for an Out of Catchment Foundation Place, you will need to submit a completed Supplementary Information Form as outlined in paragraph 2b above which includes verification of attendance at worship from your minister of religion. B. Other Out of Catchment Places – After the admission of applicants eligible for an Out of Catchment Foundation Place, priority will be given to all other children living outside the Catchment Area.

Tiebreaker –

If there are more applications within any given criterion (or sub-criterion) than there are remaining places available, the places will be allocated to children satisfying the relevant criterion (or sub-criterion) who live closest to the school. 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 measurement will be made using Routefinder, a computer mapping system used by Hull City Council to make measurements.

If the measurement of the distance from home to school above does not distinguish between two or more applicants with equal priority, random allocation will be used as the final tiebreaker. This will be supervised by someone independent of the school and the Trust.

Where the application of the above would lead to a place being made available for a child/children of multiple birth but not their sibling(s) who is/are of multiple birth, the Trust will work within the Admissions Code in order to seek to make a place available for the sibling(s) wherever reasonably possible and where they are legally permitted to do so.

Appleton, Bricknell, Francis Askew, Paisley, Rokeby Park, Stoneferry and Victoria Dock Primary Schools

All Trust Primary Schools Applications for pupils with a statutory assessment of special educational needs will be dealt with in accordance with the Code of Practice on Special Educational Needs 2014. Where a school is named on a child's Educational and Health Care Plan (EHCP) following consultation with the Head and Governors, the governing body is required to admit the pupil. After allocation of children with EHCP, where the applications are greater than the remaining places the following criteria will be applied in the order set out below –

1. Looked after children and all previously looked after children. A previously looked after child means such children who were adopted (or subject to child arrangement orders or special guardianship orders) immediately following having been looked after.
2. Being resident in the catchment area of the school (see note (ii) below).
3. Having a brother or sister who will be attending the school at the expected time of admission. (See note (i) below).
4. Children of staff, if the member of staff has been employed by the school for a minimum of two years and/or has been recruited to fill a post for which there is a demonstrable skill shortage.
5. Geographical, with priority given to those living nearest to the school. (See notes (ii) and (iii) below).

Notes –

(i) 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
- 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.

(ii) Residence is defined as the normal family address where the child resides. 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.

(iii) The measurement of distance is the shortest available safe route for pedestrians along footpaths alongside roads marked on the current street map of the city. (The exception to this is Bricknell Primary School also includes the maintained footpath along St Ninian's Walk for access to the school.) Hull City Council uses Route finder, a computer mapping system to make measurements.

Criteria 3, 4 and 5 will be used as a tiebreaker for other criteria. If the school is over-subscribed from within its catchment area after the allocation children with EHCP and children under criteria 1, then the brothers/sisters, children of staff and geographical criteria will be used in that order as tie-breakers

Bellfield, Collingwood, Dorchester, Eastfield, Longhill, Pearson, Stockwell, Sutton Park, Thoresby, Wansbeck, Westcott and Wheeler Primary Schools.

After the allocation of EHCP 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 (i))
2. Having a brother or sister who will be attending the school at the expected time of admission and resident in the catchment area of the school (see notes (ii) and (iii))
3. Having a brother or sister who will be attending the school at the expected time of admission but not a resident in the catchment area of the school (see note (ii))
4. Having attended a HCAT Primary School nursery (Foundation One) for at least the three terms prior to admission into the reception class (Foundation Two).
5. A resident in the catchment area of the school, but not having a brother or sister who will be attending the school at the expected time of admission and (see note ii)
6. A child whose parent is a member of staff at the School (see note v)
7. Geographical, with priority being given to those living nearest to the school. (see note (iv))

Tie Break –

If we have more applications meeting one of these priorities than there are places available, we will offer places in order of distance from the school – so those living closer to the school would be offered a place before those living further away, when measured in a straight line (see note iv). In the unlikely event there are insufficient places for two (or more) pupils living in the same building (e.g. flats) or otherwise equidistant from the school, then any final place will be allocated by the drawing of lots, witnessed by an independent person.

Notes

(i) 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 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. 5. This includes children who have been in state care outside England and have been adopted. State Care includes those looked after by a public authority, a religious organisation or another provider of care whose sole purpose is to benefit society. The care may have been provided in orphanages or other settings.

(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 (e.g. 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) Residence is defined as the normal family address where the child resides. The qualification date is the closing date for HCAT Admissions Policy Jan 2021 for 22/23 academic year applications under the coordinated 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 catchment area map for community schools. 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.

(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. Crown servants Paragraph 2.18 of the School Admissions Code requires that for families of UK service personnel with a confirmed posting to their area or Crown servants returning from overseas to live in that area, admission authorities must allocate a school place in advance of their move, provided their application is accompanied by an official letter declaring a relocation date and unit address or quartering address.

(v) Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Biggin Hill, Cavendish, Cleeve, Gillshill, Spring Cottage and Thanet Primary Schools.

The admission of children with an Education, Health and Care plan are covered by different admission regulations. Where any of our schools have been named, a place will be allocated for these children before considering other applications.

Learners with an EHCP may need to change their educational setting for a wide range of reasons including:

- Starting education for the first time
- Phase Transfer (e.g. moving from primary to secondary education)
- Change of special educational needs or provision
- Returning to School following a period of Elective Home Education

Horizon Academy Trust welcomes children with disabilities or Special Educational Needs (SEN). Any parent or carer who wishes to admit a pupil with disabilities or SEN will be encouraged to have an initial discussion and/or visit to the school to explore the school's educational offer. On admission, parents will be offered an induction meeting in order to ensure that there is a smooth, easy transition into school life. Disabled pupils and pupils with SEN are treated fairly so that they have equal opportunities and access to all school experiences. We adapt our education plans, environment and facilities to meet the individual needs of our children. Children with special educational needs without an educational health care plan do not automatically have right of admission.

Some schools will be oversubscribed after the allocation of pupils with an Education, Health and Care plan. Where this is the case, priority is given to certain categories of children. The oversubscription criteria set out below will be used to prioritise all applicants who have applied for a place at a school in the following order:

1. All 'looked after children' or 'previously looked after children', including those from outside England
2. Those children with significant medical or social need
3. Children, with a sibling who will be attending the academy at the expected time of admission.
4. Children of staff based in the academy (where the member of staff has been employed at the academy for 2 or more years at the time that the application is made for a place at the academy or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage).

5. Children whose parents reside within the catchment area of the academy at the time of application. See appendix 1 for current catchment areas. Proof of residence will be required
6. Geographical distance, with priority given to those living nearest to the school

Criteria 6 will be used as a tie-breaker for other criteria if needed

Notes –

A looked after child, or previously 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.

1. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. Such care may have been provided by orphanages or other settings.
2. Significant medical or social need is defined as a need that a child has that would put them at a significant disadvantage if they did not attend at the school. This must be supported by written evidence from a doctor, social worker, educational welfare officer or other appropriate person. This evidence must demonstrate why the child must attend at the chosen school due to their need.
3. Sibling is defined as natural brothers or sisters (children with the same natural parents who live at the same address or different address), adopted siblings, stepbrothers or sisters and foster brothers and sisters, who reside at the same address and will be attending the school at the expected time of admission.
4. Residence is defined as the normal family address where the child lives. 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.
5. Geographical distance. Where distance from the child's home to school has to be measured, the admission authority, or another body acting on their behalf, uses a computer GIS mapping system using Ordnance Survey information, to measure the distance and adopts the address points for the child's home and the school as recorded on the Local Land & Property Gazetteer, (LLPG). The actual distance measured is a straight line from the LLPG recorded address point for the child's home to the LLPG recorded address point for the school.

Buckingham and Southcoates Primary Schools

All children whose Education, Health and Care (EHC) Plan names the school will be admitted before any other places are allocated. If the school is not oversubscribed, all applicants will be offered a place. In the event that the school receives more applications than the number of places it has available, places will be given to those children who meet any of the criteria set out below, in order until all places are filled –

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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. Priority will next be given to children with siblings at the school. Siblings include step siblings, foster siblings, adopted siblings and other children living permanently at the same address. Priority will not be given to children with siblings who are former pupils of the school.
3. Pupils who are eligible for Early Years Pupil Premium and are in a nursery class which is part of the academy. Admission authorities may give priority in their oversubscription criteria to children eligible for the early years pupil premium, the pupil premium, or the service premium who:
 - a) are in a nursery class which is part of the school; or
 - b) attend a nursery that is established and run by the school. The nursery must be named in the admission arrangements and its selection must be transparent and made on reasonable grounds.
4. Priority will next be given to children of staff at the academy, in either of the following circumstances:
 - a) The member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
5. Pupils whose main residence is within the catchment area. Parents can view each academy catchment area through their local authority website.
6. Distance For Hull County Council academies distance will be measured by 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.

Tie Breaker: In the case of 2 or more applications that cannot be separated by the oversubscription criteria outlined above, the school will use the distance between the school and a child's home as a tie breaker to decide between applicants. Priority will be given to children who live closest to the school. Distance will be measured as outlined above in criterion 5. A child's home address will be considered to be where he/she is resident for the majority of nights in a normal school week. Where the distance between 2 children's homes and the school is the same, random allocation will be used to decide between them. This process will be independently verified.

Definitions –

- The normal admissions round is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by their home local authority.
- A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- 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) .

Rules for siblings

- Included in this factor are step siblings and half siblings living at the same address and who will be attending the academy at the expected time of admission.

Rules for Early Years, Pupil Premium and Service Premium

- Children who are in a nursery class which is part of the academy.
- Early years pupil premium is additional funding paid to support disadvantaged children receiving government – funded early education, as per Section 7 of the Childcare Act 2006.
- The pupil premium is additional funding paid annually to schools under Section 14 of the Education Act 2002 for the purposes of supporting the attainment of disadvantaged children.
- 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.

Rules for Residence

- By home we mean the address where the child lives for the majority of the school term time with a parent who has parental responsibility as defined in the Children

Act 1989. Or any child in the household where an adult in the household is defined as a parent for the purposes of Section 576 of the Education Act 1996. This could include a person who is not a parent but who has responsibility for her or him. It could include a child's guardians but will not usually include other relatives such as grandparents, aunts, uncles etc. unless they have all the rights, duties, powers and responsibilities and authority, which by law a parent of a child has in relation to the child and their property.

- Where your child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If you can show that your child spends an equal amount of time at both addresses during school term time, you can choose which address to use on the application.
- If you have more than one home, we will take as the home address the address where you and your child normally live for the majority of the school term time.

Children of staff at the Academy Either:

- where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, or;
- where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage

Chiltern, Ings, and Sidmouth Primary Schools

Applications for pupils having an 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 is 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:

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)

1. 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 EHC children 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). This includes children who have been looked after pupils in other countries and then been adopted. 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 defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live.

Craven, Mersey and The Parks Primary Schools

Applications for pupils having Education and Health Care Plans 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 following consultation with the Head and Governors, the governing body is required to admit the pupil. If there are fewer applications than places available, all applicants will be allocated a place.

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 (point 5 relates to the admission of children into the reception class only):

1. Looked after children 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 i below),
2. Having a brother or sister who will be attending the school at the expected time of admission and resident in the catchment area of the school (see notes (ii) and (iii)).
3. Having a brother or sister who will be attending the school at the expected time of admission but not a resident in the catchment area of the school (see note (ii))
4. A resident in the catchment area of the school, but not having a brother or sister who will be attending the school at the expected time of admission and (see note ii)).
5. Having attended the Academy nursery (Foundation One) for at least the three terms prior to admission into the reception class (Foundation Two).
6. Children of staff members (see note (iv)).
7. Geographical, with priority being given to those living nearest to the school (see note (v)).

Criteria 7 will be used as a tie-breaker for other criteria if, after the allocation of statemented and looked after children the school is full from within any of the other admission criteria. Admission authorities may give priority in their oversubscription criteria to children of staff in either or both of the following circumstances: where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Notes

(i) 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 (or became subject to a residence order³ or special guardianship order⁴). 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 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

(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 (e.g. 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) 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 for community schools. 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.

(iv) This applies where a) the staff member has been employed by the school for two or more years at the time at which the application for admission to the school is made, and/or b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage .

(v) 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.

Endsleigh Holy Child, St Anthony's, St Charles', St Mary Queen of Martyrs', St Richard's, St Thomas More and St Vincent's RC Primary Schools

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that

names the academy must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

The exception to this is where admitting the child would be incompatible with the provision of efficient education for other children, and where no reasonable steps may be made to secure compatibility. In deciding whether a child's inclusion would be incompatible with the efficient education of other children, the Trust shall have regard to the relevant guidance issued by the Secretary of State to maintained schools.

In the event of any disagreement between the Trust and the Local Authority over the proposed naming of the academy in an EHC Plan, the academy may ask the Secretary of State to determine whether the academy should be named. The Secretary of state's determination shall, subject only to any right of appeal, be final.

Oversubscription Criteria

At any time where there are more applications for places than the number of places available, places will be offered according to the following order of priority:

1. Catholic looked after and previously looked after children (see notes 2&3)
2. Other Catholic children (see note 3)
3. Other looked after and previously looked after children (see note 2)
4. Catechumens and members of an Eastern Christian Church (see notes 5&6)
5. Children who have a sibling at the academy (see note 9)
6. Children of staff (see note 10)
7. Children of other Christian denominations whose membership is evidenced by a minister of religion (see note 7)
8. Children of other faiths whose membership is evidenced by a minister of religion or other religious leader. (see note 8)
9. Any other children.

Tie Break

Priority will be given to children living closest to the academy determined by the shortest distance. Distance will be measured [by the shortest walking route] from the front door of the child's home address (including flats) to the main entrance of the academy, [using the local authority's computerised measuring system], with those living closer to the academy receiving the higher priority.

Notes (these notes form part of the oversubscription criteria)

1. An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.
2. A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989 and means any child who is (a) in the care of a local authority or (b) being provided with

accommodation by them in the exercise of their social services functions (e.g., children with foster parents) at the time of making an application to the school. A 'previously looked after child' is a child who was looked after but ceased to be so because he or she was adopted or became subject to a child arrangements order or special guardianship order. Included in this definition are those children who appear (to the admission authority) to have been in state care outside of England and who ceased to be in state care as a result of being adopted.

3. 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church. For the purposes of this policy, it includes a looked after child living with a family where at least one of the parents is Catholic.

For a child to be treated as Catholic, evidence of Catholic baptism or reception into the Church will be required. Those who have difficulty obtaining written evidence of baptism should contact their Parish Priest who, after consulting with the Diocese, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

4. 'catechumen' means a member of the catechumenate of a Catholic Church. This will normally be evidenced by a certificate of reception into the order of catechumens.

5. 'Eastern Christian Church' includes Orthodox Churches and is normally evidenced by a certificate of baptism or reception from the authorities of that Church.

6. "children of other Christian denominations" means children who belong to other churches and ecclesial communities which, acknowledge God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is His body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis.

7. "children of other faiths" means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' at 6 above and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:

- A religion which involves belief in more than one God, and
- A religion which does not involve belief in a God.

Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship.

8. 'brother or sister' includes:

- (i) all natural brothers or sisters, half-brothers, or sisters, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters, whether or not they are living at the same address; and
- (ii) the child of a parent's partner where that child lives for at least part of the week in the same family unit at the same home address as the child who is the subject of the application.

A child's "home address" refers to the address where the child usually lives with a parent or carer and will be the address provided in the Common Application Form ("CAF"). Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address given in the CAF, provided that the child resides at that address for any part of the school week.

9. Children of Staff – children / child with a parent or carer who has been a permanent member of staff (teaching or support) within the academy for 2 years or more at the time at which the application is made. Children with a parent or carer who was recruited to fill a vacant post for which there is a demonstrable skills shortage. This does not include staff who work on the school site for other employers.

Estcourt Primary

Applications for pupils having statements of special educational needs 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 following consultation with the Head and Governors, the governing body is required to admit the pupil. If there are fewer applications than places available, all applicants will be allocated a place.

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 (point 5 relates to the admission of children into the reception class only):

- 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 (i)).
- 2 Having a brother or sister who will be attending the school at the expected time of admission and resident in the catchment area of the school (see notes (ii) and (iii)).

- 3 Having a brother or sister who will be attending the school at the expected time of admission but not a resident in the catchment area of the school (see note (ii)).
- 4 A resident in the catchment area of the school, but not having a brother or sister who will be attending the school at the expected time of admission and (see note ii)).
- 5 Having attended Estcourt Primary Academy nursery (Foundation One) for at least the three terms prior to admission into the reception class (Foundation Two).
- 6 Children of staff members.
- 7 Geographical, with priority being given to those living nearest to the school (see note (iv)).

Criteria 7 will be used as a tie-breaker for other criteria if, after the allocation of statemented and looked after children the school is full from within any of the other admission criteria. Admission authorities may give priority in their oversubscription criteria to children of staff in either or both of the following circumstances:

- where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
- the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Additional Notes

(i) The highest priority must be given to looked after children¹ and children who were looked after, but ceased to be so because they were adopted² (or became subject to a residence order³ or special guardianship order⁴). 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.

(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 (e.g. 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) 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 for community schools.

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.

(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 Green Way Academy

If there are more than 60 applications, and the Academy is oversubscribed, then after applicants with an Education, Health and Care (EHC) plan which names the Academy have been admitted, priority for any remaining places will be given to those children who meet the oversubscription criteria set out in the priority order below.

Oversubscription Criteria –

1. Looked after children and previously looked after children.
2. Children resident in the catchment area of the Academy.
3. Children with a sibling (brother or sister) who will still be on roll at the Academy at the time of admission.
4. Distance - children resident closest to the Academy.

Tie breaker: Where two or more applicants have equal priority for the last available place (except for twins and children from multiple births) the final tie-breaker will be random allocation, which will be independently verified. N.B. Should the PAN be reached in any criterion before the final oversubscription criterion, then distance will be used to prioritise applicants, with those resident closest to the school receiving the higher priority.

Some Definitions

Looked after children

The highest priority in the oversubscription criteria must be given to looked after children and previously looked after children. 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 previously looked after child is a child who was looked after, but ceased to be so because they were adopted or became subject to a child arrangement order (formerly known as a residence order) or a special guardianship order immediately following having been looked after. The admission authority may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

An adoption order is an order under Section 46 of the Adoption and Children Act 2002. A child arrangement order settles the arrangements as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order. Section 14A of the Children Act 1989 defines a special guardianship order as an order which appoints one or more individuals to be a child's special guardian(s).

Sibling (brother or sister)

Sibling is a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or foster brother or sister living in the same family unit in the same family household and address who attends the Academy in any year group excluding Year 6. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings

Distance

The distance measure between the applicant's home and the Academy is provided by the Local Authority. Distance is calculated on the basis of the shortest available safe route for pedestrians along footpaths, using footpaths alongside roads marked on the current street map of the city. The front entrance of the home property (residence) to main entrance of the Academy site is used. The Local Authority uses RouteFinder, a computer mapping system, to make the measurements.

Resident

The normal family home is taken as the address where the child is resident and at which the person or persons with parental responsibility for the child resides. 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 (e.g. Sunday night to Thursday night inclusive).

Where responsibility for a child is shared evenly, the address of the person receiving Child Benefit will be used for admissions purposes. Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a Child Arrangement Order in place.

For children of UK service personnel and crown servants, the Academy will not refuse to process an application or refuse a place solely because the family do not yet have an intended address, or do not yet live in the area. The Academy will use the address at which the child will live when applying oversubscription criteria, as long as some evidence of their intended address is provided. The Academy will use a Unit or quartering address as the home address where requested.

Griffin, Mountbatten and Thorpepark Primary Schools

Applications for pupils having an Education Health Care Plan (EHCP) will be dealt with in accordance with the Code of Practice on Special Educational Needs. Where a school is named in an EHCP, following consultation with the Head of School and Governors, the governing body are required to admit the pupil. If there are fewer applications than places available, all applicants will be allocated a place. 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 in the academic year 2025-2026 –

1. Children who, at the time of admission, are in the care of a local authority or are provided with accommodation by the authority (looked after children). Children who were previously looked after but ceased to be so because they were adopted, have a child arrangement order or a special guardianship order. Including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care because of being adopted” (see notes (i) and (v)).
2. Being resident in the catchment area of the school (see note (ii)).
3. Having a brother or sister who will be attending the school at the expected time of admission (see note (iii) below).
4. Geographical, with priority given to those living nearest to the school (see notes (iv) and (iii) below).

Criteria 4 will be used as a tie breaker criteria after the allocation of children with an EHCP and Child Looked After, if the school is full from within any of the other admission criteria.

Notes

(i) A looked-after child is defined in Section 22 of the Children Act 1989

(ii) Residence is defined as the normal family address where the child resides. 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. 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 (e.g due to separation of natural parents) half-brothers/sisters living at the same address stepbrothers/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. This refers to a child living outside the defined catchment area. Distances are measured using the local authority's computerised mapping system.

(v) 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 or became subject to a residence order or special guardianship order. 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.

Hall Road Academy

If there are more than 30 applications, and the Academy is oversubscribed, then after applicants with an Education, Health and Care (EHC) plan which names the Academy have been admitted, priority for any remaining places will be given to those children who meet the oversubscription criteria set out below in priority order –

Oversubscription Criteria

1. Looked after children and previously looked after children.
2. Children with exceptional medical or social needs.
3. Children resident in the catchment area of the school.
4. Children with a sibling (brother or sister) who will still be on roll at the Academy at the time of admission.
5. Distance - children resident closest to the Academy.

Tie breaker: Where two or more applicants have equal priority for the last available place (except for twins and children from multiple births), the final tie-breaker will be random allocation, which will be independently verified. N.B. Should the PAN be reached in any criterion before the final oversubscription criterion, then distance will be used to prioritise applicants, with those resident closest to the school receiving the higher priority.

Some Definitions

Looked after children

The highest priority in the oversubscription criteria must be given to looked after children and previously looked after children. 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 previously looked after child is a child who was looked after, but ceased to be so because they were adopted or became subject to a child arrangement order (formerly known as a residence order) or a special guardianship order immediately following having been looked after. The admission authority may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made. An adoption order is an order under Section 46 of the Adoption and Children Act 2002. A child arrangement order settles the arrangements as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order. Section 14A of the Children Act 1989 defines a special guardianship order as an order which appoints one or more individuals to be a child's special guardian(s).

Exceptional Medical or Social Needs

For an applicant to be considered under the exceptional medical or social needs criterion the parent must indicate strong reasons for the child needing to attend this particular Academy. Applications will only be considered under this category if they are supported by a written statement from an independent professional person such as a doctor, health visitor, social worker, or Education Welfare Officer who knows about the child and supports their application to the Academy. The information provided must show clearly why Hall Road Academy is the only school that can meet the needs of the child and any difficulties if alternative schools were offered. The information must confirm the exceptional medical or social need and demonstrate how this particular academy is the only school that can meet the defined needs of the child. Evidence relating to the social or medical circumstances of the parent or other family member may be considered, but only if this impacts on the child and their need to attend this specific Academy. In addition to making it known on the Local Authority's Common Application Form when requesting priority for a place under this category, please ensure that you submit all relevant information, including professional evidence, directly to the Academy at the address above on or before the published closing date for primary school applications.

Resident

The normal family home is taken as the address where the child is resident and at which the person or persons with parental responsibility for the child resides. 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 (e.g. Sunday night to Thursday night inclusive).

Where responsibility for a child is shared evenly, the academy will follow the process used by the Local Authority (see Primary school applications | Hull City Council). Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a Child Arrangement Order in place.

For children of UK service personnel and crown servants, the Academy will not refuse to process an application or refuse a place solely because the family do not yet have an intended address, or do not yet live in the area. The Academy will use the address at which the child will live when applying oversubscription criteria, as long as some evidence of their intended address is provided. The Academy will use a Unit or quartering address as the home address where requested.

Sibling (brother or sister)

Sibling is a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister or the child of the parent's/carer's partner living in the same family unit in the same family household and address who attends the Academy in any year group excluding Year 6. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

Catchment area

See Hull City Council's website for details of the catchment area:

Hall_Road_Catchment_2019_A3.pdf - Google Drive

Distance

The distance measure between the applicant's home and the Academy is provided by the Local Authority. Distance is calculated on the basis of the shortest available safe route for pedestrians along footpaths, using footpaths alongside roads marked on the current street map of the City. The front entrance of home property (residence) to the main entrance of the Academy site is used. The Local Authority uses RouteFinder, a computer mapping system, to make the measurements.

Marfleet Primary

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

Some schools will be oversubscribed – that is where the number of applicants exceeds the relevant admission number. Where this is the case, priority is given to certain categories of children. The oversubscription criteria set out below will be used by the admission authority to prioritise all applicants who have applied for a place, in these circumstances in the following priority order:

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, but immediately after being looked after became subject to adoption, a child arrangement order, or special guardianship order (see note (i) below),
Children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note vi below)
2. Having a brother or sister who will be attending the school at the expected time of admission and resident in the catchment area of the school. (see notes (ii) and (iii) below)
3. Having a brother or sister who will be attending the school at the expected time of admission but not a resident in the catchment area of the school. (See notes (iii) and (iv) below).
4. Being resident in the catchment area of the school (see note (v) below.)
5. Geographical, with priority given to those living nearest to the school (see note (vi) below)

Criteria 5 will be used as a tie-breaker for other criteria if, after the allocation of statemented/EHC plan and looked after children the school is full, from within any of the other admission criteria.

Notes

- (i) 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.
- (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 (e.g. 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) Residence is defined as the normal family address where the child resides. The qualification date is the closing date for applications under the coordinated 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).

(iv) 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

(v) 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 the main entrance of the school's permanent site is used.

Crown servants Paragraph 2.18 of the School Admissions Code requires that for families of UK service personnel with a confirmed posting to their area or Crown servants returning from overseas to live in that area, admission authorities must allocate a school place in advance of their move, provided their application is accompanied by an official letter declaring a relocation date and unit address or quartering address

(vi) 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.

Oldfleet and Stepney Primary Schools

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 coordinated admissions scheme.

Applications for pupils having an 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 EHCP 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 those who have been previously looked after, (see note (iv) below). This includes children who to have been in state care outside of England but ceased to be so as a result of being adopted.
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 given to those living nearest to the school (see notes 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 EHCP children and children

under criteria 1 and 2, then the brothers/sisters and geographical criteria will be used in that order as tie-breakers.

Notes

- For this criteria of Significant medical factors or exceptional family circumstances, you must demonstrate how it is the **only** school that can meet your child's needs and why.
- Residence is defined as the normal family address where the child resides. The qualification date is the closing date for applications under the coordinated 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.
- 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) halfbrothers/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 Authority will use 'Route finder', a computer mapping system, to make measurements).
- 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). This includes children who have been looked after pupils in other countries and then been adopted.

Definitions

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in care as a result of being adopted. 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).

An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders) Children Act 2002. A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by s.14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Newington Academy

If there are more than 60 applications, and the Academy is oversubscribed, then after applicants with an Education Health and Care (EHP) plan which names the Academy have been admitted, priority for any remaining places will be given to those children who meet the oversubscription criteria set out in the priority order below.

Oversubscription Criteria –

1. Looked after children and previously looked after children (please see definitions below)
2. Children with a sibling (brother or sister) who will still be on roll at the Academy at the time of admission.
3. Children of staff at the Academy where the member of staff has been (either) –
 - employed for two or more years at the time of application
 - recruited to fill a vacant post for which there is a demonstrable skill shortage
4. Distance - children resident closest to the Academy.

Tie breaker: Where two or more applicants have equal priority for the last available place (except for twins and children from multiple births) the final tie-breaker will be random allocation, which will be independently verified.

Definitions

Looked after children

The highest priority in the oversubscription criteria must be given to looked after children and previously looked after children. 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 previously looked after child is

a child who was looked after, but ceased to be so because they were adopted or became subject to a child arrangement order (formerly known as a residence order) or a special guardianship order immediately following having been looked after.

The admission authority may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made. An adoption order is an order under Section 46 of the Adoption and Children Act 2002. A child arrangement order settles the arrangements as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangement order. Section 14A of the Children Act 1989 defines a special guardianship order as an order which appoints one or more individuals to be a child's special guardian(s).

Sibling (brother or sister)

Sibling is a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister or the child of the parent's/carer's partner living in the same family unit in the same family household and address who attends the Academy in any year group excluding Year 6. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings

Staff

In the context of oversubscription criterion 3, children of staff refers to children with a parent employed by the Academy, and includes teachers, non-teaching staff, full time and part time employees.

Distance

The distance measure between the applicant's home and the Academy is provided by the Local Authority. Distance is calculated on the basis of the shortest available safe route for pedestrians along footpaths, using footpaths alongside roads marked on the current street map of the City. The front entrance of home property (residence) to the main entrance of the

Academy site is used. The Local Authority uses RouteFinder, a computer mapping system, to make the measurements.

Resident

The normal family home is taken as the address where the child is resident and at which the person or persons with parental responsibility for the child resides. 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 (e.g. Sunday night to Thursday night inclusive). Where responsibility for a child is shared evenly, the academy will follow the process used by the Local Authority (see Hull- School Admissions). Childcare arrangements involving

relatives' addresses do not qualify as normal family addresses for this purpose unless there is a Child Arrangement Order in place.

For children of UK service personnel and crown servants, the Academy will not refuse to process an application or refuse a place solely because the family do not yet have an intended address, or do not yet live in the area. The Academy will use the address at which the child will live when applying oversubscription criteria, as long as some evidence of their intended address is provided. The Academy will use a Unit or quartering address as the home address where requested.

Newland St John's Primary

If the number of preferences expressed for the school exceeds the number of places remaining available (after the admission of any children with an EHCP which names the school), priority will be awarded to applicants using the following oversubscription criteria, which will be applied in the order of priority shown -

1. Looked after children and children who were previously looked after.

A "looked after child" is a child who at the time of making the application to school is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England in exercise of their social services functions. A "previously looked after child" is a child who: (a) Was previously a looked after child in accordance with the above definition, but who immediately after being looked after was subject to an adoption, child arrangement or special guardianship order³ ; or (b) Appears to the Trust (having sought advice from the Local Authority) to have been in state care outside of England and who have ceased to be in state care as a result of being adopted. A child is regarded as having been in state care in a place outside England if they were in the care of or were accommodated by a public authority, a religious organisation or any other provider of care whose sole or main purpose is to benefit society. If you are making an application under the priority for a previously looked after child, you will need to complete/provide the relevant documentation/information specified by your home local authority in accordance with their specified requirements.

2. Children with exceptional social or medical needs which makes the school the most suitable school for the child.

To be given priority on this basis, the Trust would have to be satisfied that the child's social or medical needs were such that the school would be the most suitable school for the child. In order to be eligible for consideration under this criterion, you will need to submit a

completed Supplementary Information Form as outlined in paragraph 2b above. The Supplementary Information Form will need to be accompanied by professional supporting evidence, in writing, from a doctor, specialist, health professional, social worker or other appropriate professional, setting out -The relevant needs; and - The particular reasons why the school would be the most suitable for the child as a result e.g. the difficulties that would be caused if the child had to attend another setting. The Trust may liaise any third parties as they may deem appropriate in making their assessment and may seek the advice of any relevant Local Authority Panel in reaching its decision.

3. Children who will have a sibling in Reception or Years 1-6 at the school at the proposed date of admission.

“Siblings” for the purposes of this policy refers to (a) children with the same natural parents living at the same address; (b) children with the same natural parents living at different addresses (eg due to separation of natural parents); (c) half- brothers/sisters living at the same address (d) step – brothers/sisters living at the same address (e) children living as part of the same family unit with their parents/guardians at the same address.

4. Children who regularly and frequently worship, or whose parent(s)/carer(s) regularly and frequently worship, at a Christian Place of Worship.

To be eligible under this criterion, the applicant must be able to demonstrate the required frequency of worship by the child or at least one parent/carers. The minimum level of worship will be attendance at worship an average of at least once a month for the two years immediately prior to the date of application.⁴ The worship must be at a regular public service at a Christian place of worship. A Christian place of worship is defined as a church which is Designated under the Ecumenical Relations Measure 2018, nationally by the Archbishops of Canterbury and York, or locally by the diocesan bishop, or which is a member of Churches Together in England,⁵ or affiliated to the Evangelical Alliance⁶ or a Partner Church of Affinity.⁷ The list of nationally designated churches can be found at https://www.churchofengland.org/sites/default/files/20190/list_of_designated_churches_3_oct_18.pdf. In order to be eligible for consideration under this criterion, you will need to submit a completed Supplementary Information Form as outlined in paragraph 2b above which includes verification of attendance at worship from your minister of religion.

5. Other children.

Tie-Breaker

If there are more applications within any given criterion than there are remaining places available, the places will be allocated to children satisfying the relevant criterion who live

closest to the school. 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 measurement will be made using Routefinder, a computer mapping system used by Hull City Council to make measurements. If the measurement of the distance from home to school above does not distinguish between two or more applicants with equal priority, random allocation will be used as the final tiebreaker. This will be supervised by someone independent of the school and the Trust. Where the application of the above would lead to a place being made available for a child/children of multiple birth but not their sibling(s) who is/are of multiple birth, the Trust will work within the Admissions Code in order to seek to make a place available for the sibling(s) wherever reasonably possible and where they are legally permitted to do so.

Address

You should consult your “home” local authority’s guidance on what is the child’s address for the purposes of your application, including which address should be used in situations of shared care. The correct address to be used for the purpose of the local authority’s co-ordinated application process will be used for the purpose of applying this oversubscription criteria and the tie breaker in this policy. You may be asked to show evidence of any current or previous address and enquiries may be made to obtain verification, including of any third parties, should this be deemed necessary.

Priory Primary

Applications for pupils having an 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 EHCP 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. This includes children who have been in state care outside of England but ceased to be so as a result of being adopted (see note (iv) below)
- 2 Significant medical factors or exceptional family circumstances
- 3 Being resident in the catchment area of the school

- 4 Having 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
- 6 Children of members of staff currently working at the school

Criteria 4, 5 and 6 will be used as a tiebreaker 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, geographical criteria and children of members of staff will be used in that order as tiebreakers.

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, demonstrating how it is the only school that can meet their child's needs and why;
- Exceptional family circumstances must be supported at the time of the application by a letter from a supporting agency (e.g. Social Worker or Family Support Worker) indicating how the circumstances relate to school preference, demonstrating how it is the only school that can meet their child's needs and why;
- 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 the main entrance of the school site is used. The Authority will use Routefinder, a computer mapping system, to make measurements;
- 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). This includes children who have been looked after pupils in other countries and then been adopted.

6Definitions

1 A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in care as a result of being adopted. 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 An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders) Children Act 2002. A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by s.14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

3 Nurseries do not have catchment areas in the same way as schools, so once places are full, the school will signpost parents to other providers. Attendance at a nursery or children's centre does not guarantee a place in the main school and parents and carers must apply for a place if they want their child to transfer to the reception class.

St Andrew's CE VA Primary

The school will admit all children with an Education, Health and Care Plan (EHCP) which names the school. If your child has any such EHCP, please contact your home local authority who will advise you on your options. If the number of preferences expressed for the school exceeds the number of places remaining available (after the admission of any children with an EHCP which names the school), priority will be awarded to applicants using the following oversubscription criteria, which will be applied in the order of priority shown –

1. Children who are looked after by a local authority and children who were previously looked after.

A "looked after child" is a child who at the time of making the application to school is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England in exercise of their social services functions. A "previously

looked after child” is a child who: (a) Was a looked after child in accordance with the above definition, but who ceased to be a looked after child because they were adopted (or became subject to a child arrangement order⁵ or special guardianship order); or (b) Appears to the Governing Body (having sought advice from the Local Authority) to have been in state care outside of England and who have ceased to be in state care as a result of being adopted. A child is regarded as having been in state care in a place outside England if they were in the care of or were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. If you are making an application under the priority for a previously looked after child, you will need to complete the relevant documentation specified by your home local authority in accordance with their specified requirements.

2. Children who have a sibling in school at the time the application is made and who will have a sibling in Reception or Years 1-6 at the school at the proposed date of admission.

“Siblings” for these purposes refers to (a) children with the same natural parents living at the same address; (b) children with the same natural parents living at different addresses (eg due to separation of natural parents); (c) half- brothers/sisters living at the same address (d) step – brothers/sisters living at the same address (e) children living as part of the same family unit with their parents/guardians at the same address

3. Children who regularly and frequently worship, or whose parent(s)/carer(s) regularly and frequently worship, at a Church of England Church.

To be eligible under this criterion, the applicant must be able to demonstrate the required frequency of worship by the child or at least one parent/carers. The minimum level of worship will be attendance at worship at an average of at least once a month for the twelve months immediately prior to the date of application.¹⁰ The worship must be at a regular public service. In order to be eligible for consideration under this criterion, you will need to submit a completed Supplementary Information Form as outlined in paragraph 2b above which includes verification of attendance at worship from the relevant minister of religion.

4. Children who regularly and frequently worship, or whose parent(s)/carer(s) regularly and frequently worship, at a Christian place of worship

To be eligible under this criterion, the applicant must be able to demonstrate the required frequency of worship by the child or at least one parent/carers. The minimum level of worship will be attendance at worship at an average of at least once a month for the twelve months immediately prior to the date of application. ¹¹ The worship

must be at a regular public service at a Christian place of worship. A Christian place of worship is defined as a Church which is in full membership of Churches Together in Britain and Ireland.¹³ In order to be eligible for consideration under this criterion, you will need to submit a completed Supplementary Information Form as outlined in paragraph 2b above which includes verification of attendance at worship from your minister of religion.

5. Other children If there are more applications within any given criterion than there are remaining places available, the places will be allocated to children satisfying the relevant criterion who live closest to the school. 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 measurement will be made using Routefinder, a computer mapping system used by Hull City Council to make measurements. If the measurement of the distance from home to school above does not distinguish between two or more applicants with equal priority, random allocation will be used as the final tie-breaker. This will be supervised by someone independent of the school.

St George's Primary

Applications for pupils having statements of special educational needs will be dealt with in accordance with the Code of Practice on Special Educational Needs. Where a school is named in a child's EHC Plan following consultation with the Head and Governors, the 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:

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. Significant medical or exceptional family circumstances where the application is supported by a letter from a medical practitioner or social worker and must state how the medical condition or family circumstances relate to the choice of school;
3. Having a brother or sister who will be attending the school at the expected time of admission below);
4. Geographical, with priority given to those living nearest to the school

Notes

- For this criteria of Significant medical factors or exceptional family circumstances, you must demonstrate how it is the only school that can meet your child's needs and why.
- Residence is defined as the normal family address where the child resides. The qualification date is the closing date for applications under the coordinated 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 Child Arrangement Order in place;
- 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, demonstrating how it is the only school that can meet their child's needs and why;
- 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) halfbrothers/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 the main entrance of the school site is used. (The Authority will use 'Route finder', a computer mapping system, to make measurements);
- 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). This includes children who have been looked after pupils in other countries and then been adopted

St James' Primary

Where the number of applications for admission is greater than the Published Admission Number, applications will be considered against the criteria set out below. After the admission of pupils with statements of Special Educational Needs or Education, Health and Care plans (EHCPs) where St James' CE Academy is named on the statement or EHCP, the criteria will be applied in the order in which they are set out below –

A) Children who are either currently or have previously been 'looked after' A 'looked after child' or a child who was previously looked after but immediately after being looked after

became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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).

B) Pupils with very exceptional medical and/or social factors directly relating to school placement. Applications under this criterion must be supported by written evidence from a doctor or other professional practitioner. Applications in this category will be considered on a case by case basis (see Paragraph 5 Note i below)

C) Admission of pupils being resident within the catchment area of the school - see Appendix 1. Priority will be given to those living nearest the Academy (the distance measured is the shortest available safe route for pedestrians using footpaths alongside roads marked on the current street map of the City from the main entrance to the Academy to the main entrance to the child's permanent address) (see paragraph 5 Note ii below);

D) Admission of pupils who have one or more siblings currently attending the Academy and who will continue to do so on the date of admission (see Paragraph 5 Note iii below)

E) Any other pupils, with priority given to those living nearest the Academy.

Criteria d) and e) will be used as a tie-breaker for other criteria.

If the school is oversubscribed within its catchment area after the allocation of statement and EHCP places, and children under criteria a) and b), then criteria d) and e) will be used in that order as tie-breakers.

Final Tie-breaker - If proximity to the Academy does not distinguish between two or more applicants with equal priority for the remaining place, random allocation will be used as the final tie-breaker. This will be supervised by someone independent of the Academy.

Notes

- i. **Medical Factors:** Supporting evidence for applications under the provisions should set out the particular reasons why the Academy is the most suitable school for the pupil to attend and the difficulties it would cause if the pupil had to travel to another school. The Academy may make contact with the District Medical Officer for independent information regarding the medical factors in the application and may also seek advice from other qualified professionals or specialists where necessary.
- ii. **Definition of Permanent Home Address:** You should consult your "home" local authority's guidance on what is the child's address for the purposes of your application, including which address should be used in situations of shared care. You may only use one address when making an application. This must be the address at

which the parent/carer and child are ordinarily resident. We may check addresses against other records held by the Local Authority, in accordance with the authority's Data Protection Registration.

- ii. **Addresses must be a permanent address.** Addresses must not be those of relatives or temporary addresses such as staying with family or holiday accommodation. Where there is joint residence, the address used should be the address at which the child is resident for the majority of the school week. If this is evenly split, then parents/carers must jointly select one address and note only this address on the application, which will apply to all preferences. This address cannot then be changed later after an application has been submitted. If false or misleading information is used to gain entry to the school, the offer of a place may be withdrawn.
- i. **Definition of 'sibling':** "Siblings" for the purposes of this policy refers to (a) children with the same natural parents living at the same address; (b) children with the same natural parents living at different addresses (eg due to separation of natural parents); (c) half- brothers/sisters living at the same address (d) step - brothers/sisters living at the same address (e) children living as part of the same family unit with their parents/guardians at the same address.

Wold Primary

If there are more applications than places available we will apply the oversubscription criteria listed below. The oversubscription criteria are listed in the order we apply them. If it is necessary to distinguish between more than one applicant in any criteria, the next criteria will be applied until the tie-breaker is used.

1. Looked after children and all previously looked after children, including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Looked after children: A 'looked after child' is a child who, at the time of making an application to a school, is:
 - a) In the care of a local authority, or
 - b) being provided with accommodation by a local authority in exercise of its social services functions (see the definition in Section 22(1) of the Children Act 1989).Previously looked after children: Previously looked after children are children who were looked after, but ceased to be so because they:
 - a) were adopted under the Adoption Act 1976 (see Section 12 adoption orders) or the Adoption and Children Act 2002 (see Section 46 adoption orders), or
 - b) became subject to a child arrangements order (as defined in Section 8 of the Children Act 1989 and as amended by Section 12 of the Children and Families Act 2014), or
 - c) became subject to a special guardianship order (see 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)).

Previously looked after children includes children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

3. Being resident in the catchment area of the school as denoted by the LA's map, which can be found on the local authority website at hull.gov.uk/admissions
4. A child with a sibling on roll at the time of application. Siblings include a brother or sister who share the same parents; a half-brother, half-sister or legally adopted child living at the same address; a child looked after by a local authority placed in a foster family with other school age children; a stepchild or children who are not related but live as a family unit, where parents both live at the same address as the child.
5. The distance from the child's permanent home address to the school. Priority will be given to the child living nearest the school.

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.

Home Address 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 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. Where families change normal address after the closing date but before the allocation process has commenced, this can be considered under the review procedure.

Tie-breaker. If two or more children are tied for the last place a lottery will be drawn by an independent person, not employed by the school.

School details

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd , & 3 rd preferences in 2024-2025	How places were allocated in 2024-2025
Adelaide Primary Walker Street Hull HU3 2RA Tel: (01482) 223 753 adelaideprimary.org.uk	60	1 st 56 2 nd 12 3 rd 11	SEN 0 CLA 0 Catchment 3 Sibling 11 Distance 6
Ainthorpe Primary Ainthorpe Grove Hull HU5 5EB Tel: (01482) 353 963 www.ainthorpeprimary.co.uk	60	1 st 40 2 nd 24 3 rd 18	SEN 0 CLA 0 Catchment 30 Sibling 3 Distance 7
Alderman Cogan's CE Primary Whitworth Street Hull HU9 3HJ Tel: (01482) 376 203 aldermancogan.ebor.academy	60	1 st 49 2 nd 16 3 rd 9	SEN 0 CLA 0 Catchment 8 Sibling 20 Distance 15 Other 9
Appleton Primary Appleton Road Hull HU5 4PG Tel: (01482) 343 507 appletonprimary.org.uk	50	1 st 26 2 nd 21 3 rd 18	SEN 0 CLA 1 Catchment 13 Sibling 10 Distance 3 Other 0
Bellfield Primary Saxby Road Hull HU8 9DD Tel: (01482) 374 490 bellfieldprimary.org.uk	30	1 st 28 2 nd 17 3 rd 16	SEN 0 CLA 1 Catchment 3 Sibling 4 Distance 7 Other 14
Biggin Hill Primary Biggin Avenue Hull HU7 4R Tel: (01482) 825 377 bigginhill.hull.sch.uk	90	1 st 67 2 nd 27 3 rd 17	SEN 0 CLA 1 Catchment 24 Sibling 29 Distance 15 Other 0

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd & 3 rd preferences in 2024/25	How places were allocated in 2025/2026
Bricknell Primary Bricknell Avenue Hull HU5 4ET Tel: (01482) 493 208 bricknellschool.co.uk	90	1 st 100 2 nd 79 3 rd 29	SEN 0 CLA 1 Catchment 44 Sibling 19 Distance 26 Other 0
Broadacre Primary Wawne Road Hull HU7 5YS Tel: (01482) 833 033 broadacreprimaryschool.org	90	1 st 117 2 nd 66 3 rd 22	SEN 1 CLA 0 Catchment 73 Sibling 14 Distance 2 Other 0
Buckingham Primary Buckingham Street Hull HU8 8U Tel: (01482) 328 661 buckinghamprimaryacademy.net	30	1 st 30 2 nd 14 3 rd 10	SEN 0 CLA 2 Catchment 5 Sibling 12 Distance 9 Other 2
Bude Park Primary Cookbury Close Hull HU7 4EY Tel: (01482) 825 316 budepark.hull.sch.uk	40	1 st 24 2 nd 8 3 rd 14	SEN 1 CLA 0 Catchment 16 Sibling 4 Distance 8
Cavendish Primary Cavendish Road Hull HU8 0JU Tel: (01482) 374 675 cavendish.hull.sch.uk	60	1 st 30 2 nd 70 3 rd 31	SEN 0 CLA 0 Catchment 4 Sibling 12 Distance 21
Chiltern Primary Chiltern Street Hull HU3 3PL Tel: (01482) 327 315 chiltern.hull.sch.uk	60	1 st 37 2 nd 17 3 rd 8	SEN 0 CLA 0 Catchment 34 Sibling 2 Distance 2

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd & 3 rd preferences in 2024/25		How places were allocated in 2025/2026	
Christopher Pickering Primary 1 Burnham Road Hull HU4 7EB Tel: (01482) 352 245 christopherpickeringprimary.co.uk	60	1 st	66	SEN	4
		2 nd	14	CLA	1
		3 rd	10	Catchment	40
				Sibling	7
				Distance	8
				Other	0
Cleeve Primary Wawne Road Hull HU7 4JH Tel: (01482) 825 279 cleeve.hull.sch.uk	60	1 st	41	SEN	0
		2 nd	25	CLA	3
		3 rd	6	Catchment	6
				Sibling	20
				Distance	13
Clifton Primary Burslem Street Hull HU2 9BP Tel: (01482) 325 913 cliftonprimaryschool.co.uk	50	1 st	47	SEN	0
		2 nd	21	CLA	0
		3 rd	12	Catchment	32
				Sibling	11
				Distance	4
Collingwood Primary Collingwood Street Hull HU3 1AW Tel: (01482) 331 914 collingwoodprimaryschool.co.uk	45	1 st	34	SEN	0
		2 nd	22	CLA	0
		3 rd	11	Catchment	10
				Sibling	10
				Distance	8
				Other	6
Craven Primary Newbridge Road Hull HU9 2DR Tel: (01482) 327 626 cravenprimaryacademy.org.uk	30	1 st	30	SEN	0
		2 nd	27	CLA	1
		3 rd	8	Catchment	4
				Sibling	7
				Distance	13
				Other	5
Dorchester Primary Dorchester Road Hull HU7 6AH Tel: (01482) 825 207 dorchesterprimary.org.uk	45	1 st	24	SEN	0
		2 nd	16	CLA	0
		3 rd	13	Catchment	6
				Sibling	15
				Distance	3
				Other	1

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd & 3 rd preferences in 2024/25		How places were allocated in 2025/2026	
Eastfield Primary Anlaby Road Hull HU4 6DT Tel: (01482) 351 150 eastfieldprimary.org.uk	90	1 st	85	SEN	2
		2 nd	56	CLA	1
		3 rd	43	Catchment	30
				Sibling	23
				Distance	33
				Other	0
Endike Primary Endike Lane Hull HU6 7UR Tel: (01482) 616 461 endikeprimary.co.uk	60	1 st	35	SEN	1
		2 nd	36	CLA	0
		3 rd	18	Catchment	15
				Sibling	7
				Distance	12
Endsleigh Holy Child RC Primary Inglemire Avenue Hull HU6 7TE Tel: (01482) 853 203 ehchull.org	40	1 st	32	SEN	0
		2 nd	13	CLA	0
		3 rd	10	Catchment	0
				Sibling	7
				Distance	7
				Other	18
Estcourt Primary Estcourt Street Hull HU9 2RP Tel (01482) 224336 www.estcourtprimary.org.uk	45	1 st	31	SEN	0
		2 nd	19	CLA	0
		3 rd	15	Catchment	8
				Sibling	16
				Distance	3
				Other	4
Francis Askew North Road Hull HU4 6LQ Tel; (01482) 509627 www.francisaskewprimary.org	60	1 st	29	SEN	0
		2 nd	9	CLA	0
		3 rd	9	Catchment	19
				Sibling	6
				Distance	7
				Other	0
Gillshill Primary Cavendish Road Hull HU8 0JU Tel: (01482) 781 002 gillshill.hull.sch.uk	60	1 st	70	SEN	0
		2 nd	59	CLA	1
		3 rd	31	Catchment	20
				Sibling	20
				Distance	17
				Other	2

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd & 3 rd preferences in 2024/25		How places were allocated in 2025/2026	
The Green Way Primary 21st Avenue Hull HU6 8HD Tel: (01482) 331 378 sites.google.com/a/aetinet.org/the-green-way-academy	60	1 st	57	SEN	1
		2 nd	22	CLA	1
		3 rd	16	Catchment	30
				Sibling	7
				Distance	19
Griffin Primary Barham Road Hull HU9 4JL Tel: (01482) 794 122 griffinprimaryschool.org.uk	60	1 st	49	SEN	0
		2 nd	25	CLA	0
		3 rd	8	Catchment	17
				Sibling	19
				Distance	14
Hall Road Primary Hall Road Hull HU6 8PP Tel: (01482) 441 151 hallroadacademy.org	30	1 st	25	SEN	0
		2 nd	14	CLA	2
		3 rd	15	Catchment	16
				Sibling	4
				Distance	5
				Other	0
Highlands Primary Lothian Way Hull HU7 5DD Tel: (01482) 835 609 highlandsprimaryschool.org.uk	60	1 st	37	SEN	0
		2 nd	17	CLA	1
		3 rd	12	Catchment	37
				Sibling	6
				Distance	12
Ings Primary Ings Road Hull HU8 0SL Tel: (01482) 374 367 ingsprimaryschool.co.uk	30	1 st	31	SEN	0
		2 nd	15	CLA	1
		3 rd	17	Catchment	19
				Sibling	7
				Distance	3
Kingswood Park Academy School Lane Hull HU7 3DD kingswoodparksprimary.org.uk	90	1 st	96	SEN	0
		2 nd	79	CLA	0
		3 rd	20	Catchment	88
				Sibling	2
				Distance	0
				Other	2

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd & 3 rd preferences in 2024/25	How places were allocated in 2025/2026
Longhill Primary Shannon Road Hull HU8 9RW Tel: (01482) 814 160 longhillprimary.org.uk	50	1 st 31 2 nd 12 3 rd 7	SEN 0 CLA 1 Catchment 6 Sibling 13 Distance 6 Other 5
Marfleet Primary Marfleet Lane Hull HU9 5RJ Tel: (01482) 781 943 marfleet.ebor.academy	30	1 st 25 2 nd 16 3 rd 6	SEN 0 CLA 1 Catchment 11 Sibling 6 Distance 8 Other 0
Maybury Primary Maybury Road Hull HU9 3LD Tel: (01482) 331 900 mayburyprimaryschool.co.uk	30	1 st 34 2 nd 24 3 rd 15	SEN 1 CLA 0 Catchment 21 Sibling 1 Distance 7
Mersey Primary Derwent Street Hull HU8 8TX Tel: (01482) 327 417 merseypa.org.uk	30	1 st 28 2 nd 11 3 rd 11	SEN 0 CLA 0 Catchment 14 Sibling 10 Distance 1 Other 3
Mountbatten Primary Wivern Road Hull HU9 4HR Tel: (01482) 375 224 mountbattenprimary.org.uk	45	1 st 29 2 nd 12 3 rd 6	SEN 0 CLA 0 Catchment 19 Sibling 5 Distance 5
Neasden Primary Neasden Close Hull HU8 0QB Tel: (01482) 791 169 neasdenprimary.org.uk	45	1 st 18 2 nd 30 3 rd 18	SEN 0 CLA 0 Catchment 7 Sibling 7 Distance 5

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd & 3 rd preferences in 2024/25	How places were allocated in 2025/2026
Newington Primary Dairycoates Avenue Hull HU3 5DD Tel: (01482) 305 630 newingtonacademy.org	60	1 st 49 2 nd 24 3 rd 15	SEN 0 CLA 1 Catchment 0 Sibling 26 Distance 24
Newland St John's CE Primary Beresford Avenue Hull HU6 7LS Tel: (01482) 305 740 nsj.hslt.academy	30	1 st 28 2 nd 13 3 rd 18	SEN 0 CLA 0 Catchment 0 Sibling 9 Distance 12 Other 7
Oldfleet Primary Bradford Avenue Hull HU9 4NH Tel: (01482) 782 200 oldfleet.hull.sch.uk	50	1 st 28 2 nd 13 3 rd 7	SEN 0 CLA 0 Catchment 15 Sibling 10 Distance 4
Paisley Primary Paisley Street Hull HU3 6NJ Tel: (01482) 355 984 paisleyprimaryschool.org.uk	50	1 st 43 2 nd 16 3 rd 19	SEN 0 CLA 0 Catchment 29 Sibling 11 Distance 3
The Parks Primary Courtway Road Hull HU6 9TA Tel: (01482) 854 616 theparkshull.org.uk	45	1 st 34 2 nd 26 3 rd 9	SEN 1 CLA 0 Catchment 12 Sibling 16 Distance 5 Other 0
Parkstone Primary Parkstone Road Hull HU6 7DE Tel: (01482) 854 554 parkstoneprimary.co.uk	50	1 st 42 2 nd 15 3 rd 16	SEN 1 CLA 0 Catchment 19 Sibling 12 Distance 10

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd & 3 rd preferences in 2024/25	How places were allocated in 2025/2026
Pearson Primary Leicester Street Hull HU3 1TB Tel: (01482) 328569 pearsonprimarieschool.co.uk	30	1 st 23 2 nd 40 3 rd 25	SEN 0 CLA 0 Catchment 4 Sibling 10 Distance 5 Other 4
Priory Primary Priory Road Hull HU5 5RU Tel: (01482) 509631 prioryprimarieschool.org.uk	60	1 st 41 2 nd 22 3 rd 23	SEN 0 CLA 0 Catchment 15 Sibling 11 Distance 15
Rokeby Park Primary Gershwin Avenue Anlaby Park Road North Hull, HU4 7NJ Tel: (01482) 508 915 rokebyparkprimary.org.uk	30	1 st 8 2 nd 11 3 rd 15	SEN 1 CLA 1 Catchment 6 Sibling 1 Distance 6
St Andrew's CE Primary Grandale Sutton Park Hull HU7 4BL Tel: (01482) 825 659 standrewsprimaryhull.co.uk	85	1 st 40 2 nd 10 3 rd 13	SEN 0 CLA 1 Catchment 0 Sibling 16 Distance 27 Other 0
St Anthony's RC Primary Danepark Road Hull HU6 9AA Tel: (01482) 850 286 stahull.org	30	1 st 26 2 nd 8 3 rd 6	SEN 1 CLA 0 Catchment 0 Sibling 0 Distance 0 Other 0
St Charles' RC Primary Norfolk Street Hull HU2 9AA Tel: (01482) 326 610 stchull.org	30	1 st 24 2 nd 9 3 rd 8	SEN 0 CLA 0 Catchment 0 Sibling 2 Distance 12 Other 10

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd & 3 rd preferences in 2024/25		How places were allocated in 2025/2026	
St George's Primary St George's Road Hull HU3 6ED Tel: (01482) 351 013 st-georges.hull.sch.uk	30	1 st	10	SEN	0
		2 nd	39	CLA	0
		3 rd	29	Catchment	0
				Sibling	6
				Distance	5
St James' CE Primary Dorchester Road Hull HU7 6BD Tel: (01482) 825 091 stj.hsllt.academy	30	1 st	27	SEN	0
		2 nd	12	CLA	1
		3 rd	8	Catchment	3
				Sibling	6
				Distance	5
St Mary Queen of Martyrs RC Primary Nidderdale Sutton Park Hull HU7 4BS Tel: (01482) 825 625 smqhull.org	45	1 st	27	SEN	1
		2 nd	20	CLA	0
		3 rd	14	Catchment	0
				Sibling	9
				Distance	15
				Other	3
St Nicholas' Primary Cottingham Road Hull HU6 7RH Tel: (01482) 444 215 saintnicholasprimary.org.uk	30	1 st	28	SEN	0
		2 nd	33	CLA	0
		3 rd	25	Catchment	0
				Sibling	12
				Distance	18
St Richard's RC Primary Marfleet Lane Hull HU9 5TE Tel: (01482) 781 928 strhull.org	60	1 st	25	SEN	0
		2 nd	11	CLA	0
		3 rd	12	Catchment	0
				Sibling	8
				Distance	13
				Other	4
St Thomas More RC Primary St Thomas More Road Hull HU4 7NP Tel: (01482) 354 093 stmhull.org	30	1 st	20	SEN	0
		2 nd	15	CLA	0
		3 rd	4	Catchment	0
				Sibling	3
				Distance	4
				Other	13

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd , & 3 rd preferences in 2024/25	How places were allocated in 2025/2026
St Vincent's RC Primary Queens Road Hull HU5 2QR Tel: (01482) 342 645 stvhull.org	30	1 st 30 2 nd 21 3 rd 15	SEN 0 CLA 1 Catchment 0 Sibling 6 Distance 4 Other 13
Sidmouth Primary Sidmouth Street Hull HU5 2J Y Tel: (01482) 441 152 sidmouthprimaryschool.co.uk	60	1 st 43 2 nd 10 3 rd 13	SEN 0 CLA 0 Catchment 29 Sibling 8 Distance 6
Southcoates Primary Southcoates Lane Hull HU9 3TW Tel: (01482) 701 407 southcoatesacademy.co.uk	45	1 st 22 2 nd 29 3 rd 20	SEN 0 CLA 1 Catchment 6 Sibling 10 Distance 2 Other 3
Spring Cottage Primary Dressay Grove Hull HU8 9JH Tel: (01482) 794 183 springcottage.hull.sch.uk	60	1 st 65 2 nd 16 3 rd 17	SEN 1 CLA 1 Catchment 23 Sibling 17 Distance 17 Other 1
Stepney Primary Beverley Road Hull HU5 1JJ Tel: (01482) 343 690 www.stepney.hull.sch.uk	30	1 st 31 2 nd 23 3 rd 19	SEN 0 CLA 0 Catchment 17 Sibling 5 Distance 8
Stockwell Primary Dodswell Grove Hull HU9 5HY Tel: (01482) 782 122 www.stockwell.hull.sch.uk	45	1 st 33 2 nd 6 3 rd 8	SEN 0 CLA 0 Catchment 7 Sibling 12 Distance 6 Other 8

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd , & 3 rd preferences in 2024/25	How places were allocated in 2025/2026
Stoneferry Primary Stoneferry Road Hull HU7 0BA Tel: (01482) 838 968 stoneferryprimary.org.uk	30	1 st 24 2 nd 5 3 rd 10	SEN 0 CLA 0 Catchment 10 Sibling 3 Distance 11
Sutton Park Primary Marsdale Sutton Park Hull HU7 4AH Tel: (01482) 825 502 suttonparkprimary.org.uk	60	1 st 29 2 nd 14 3 rd 19	SEN 1 CLA 0 Catchment 5 Sibling 10 Distance 6 Other 10
Thanet Primary Tedworth Road Hull HU9 4AY Tel: (01482) 796 193 thanet.hull.sch.uk	60	1 st 48 2 nd 26 3 rd 19	SEN 0 CLA 1 Catchment 11 Sibling 23 Distance 13 Other 1
Thoresby Primary Thoresby Street Hull HU5 3RG Tel: (01482) 342 972 thoresbyprimaryschool.org.uk	75	1 st 67 2 nd 42 3 rd 23	SEN 0 CLA 1 Catchment 12 Sibling 26 Distance 18 Other 12
Thorpepark Primary Laxthorpe Hull HU6 9EG Tel: (01482) 854 632 thorpeparkacademy.org.uk	60	1 st 58 2 nd 11 3 rd 15	SEN 0 CLA 1 Catchment 35 Sibling 12 Distance 10 Other 0
Victoria Dock Primary South Bridge Road Hull HU9 1TL Tel: (01482) 598 200 victoriadockschool.org.uk	60	1 st 40 2 nd 5 3 rd 3	SEN 1 CLA 2 Catchment 23 Sibling 5 Distance 10

School Details	Published Admission Number 2025-2026	Number of 1 st , 2 nd , & 3 rd preferences in 2024/25	How places were allocated in 2025/2026
Wansbeck Primary Wenning Grove Hull HU8 9SR Tel: (01482) 814 171 wansbeckprimary.org.uk	30	1 st 30 2 nd 15 3 rd 8	SEN 2 CLA 0 Catchment 6 Sibling 9 Distance 3 Other 9
Westcott Primary Westcott Street Hull HU8 8NB Tel: (01482) 783 576 westcottprimary.org.uk	60	1 st 51 2 nd 15 3 rd 21	SEN 0 CLA 1 Catchment 15 Sibling 20 Distance 16
Wheeler Primary Wheeler Street Hull HU3 5QE Tel: (01482) 353 125 wheelerprimary.org.uk	60	1 st 51 2 nd 31 3 rd 23	SEN 0 CLA 1 Catchment 6 Sibling 21 Distance 7 Other 16
Wold Primary Wold Road Hull HU5 5QG Tel: (01482) 353 259 woldacademy.co.uk	60	1 st 36 2 nd 19 3 rd 12	SEN 0 CLA 0 Catchment 19 Sibling 11 Distance 6
Woodland Primary Flinton Grove Hull HU9 5SN Tel: (01482) 375 293 woodlandprimary.org.uk	30	1 st 17 2 nd 12 3 rd 9	SEN 0 CLA 2 Catchment 7 Sibling 1 Distance 8 Other 0

Making an in-year application

You may make an in-year application at any time of year, as there are no closing dates for this type of application.

Applicants living in Hull who want to apply for an in-year transfer of primary school for their child must use the Hull City Council's in-year transfer form to express their preferences for places at maintained schools within Hull and in other local authority areas.

Unless there are exceptional circumstances, it is not expected that applicants will make more than one transfer request each year unless there is a significant change which directly relates to their reasons for wanting their child to go to a particular school.

Pupils who move into the city from other areas or move address within the city.

Parents who are looking to move school should consider the following –

- disruption to examination courses
- breaking friendships
- lack of continuity of the curriculum
- attendance patterns

Where the pupil is unable to continue attending their current school, parents/carers can request a transfer to an alternative school. The request is made to the council's Admissions team and a form will be provided for parents/carers to name up to three preferences of school. The Admissions team will contact each admission authority in turn to determine if a place can be allocated. Applications will take an average of 15 school days to process. Once a place has been allocated, the pupil should start the new school within 10 school days.

If a place cannot be offered at your preferred school, you will be offered the right of appeal.

For pupils who move into the city with an Education Health and Care Plan (EHCP), a different process is followed. Further details of this process can be found on the [Local Offer](#).

How to apply

You can go on to the council website at hull.gov.uk/admissions and complete the online application form. Alternatively you can request a form from the school Admissions team by calling 01482 300 300. You are invited to name up to 3 preferences of school. The

Admissions team will contact your preferences of school to check if there is a vacancy in the required year group. We aim to offer you a written response within 15 school days of receipt of a fully completed application. Once a place has been allocated, the pupil should start the new school within 10 school days.

Your application will be processed in line with the admissions arrangements for your preferred school. If a place cannot be offered at your preferred school, you will be offered the right of appeal.

Education outside of chronological year group

Children are normally educated in their chronological age group, although there may be exceptions made in specific circumstances.

If you have a summer-born child (born between 1 April 2021 and 31 August 2021) and feel that your child should be educated out of their current year group, you can apply to delay entry into reception class. See the section on delayed entry earlier in this document.

You can apply for an in-year application for a child out of year group, with children who are either a year younger or a year older than themselves. You should initially contact the headteacher of the school you wish to apply for to seek advice.

The admission authority of the school will require evidence to support your request, and this should be provided with your application.

There may be long-term issues for the pupil and school that arise from the decision to back or forward year a pupil. Hull City Council believe that children should, wherever possible, be educated within their normal age group.

Fair Access Protocol

The local authority must have a Fair Access Protocol in place and all primary schools must participate in this protocol. The protocol is designed to ensure that the amount of time a child who is particularly vulnerable, such as a permanently excluded child, spends out of education is kept to a minimum. The protocol also ensures that all schools take a fair share of children with challenging behaviour. The protocol will only be needed if a suitable place cannot be secured using the normal in-year arrangements.

The Fair Access Panel take account of the parental preference but do not have to allocate a place at a preferred school. The protocol requires schools to admit such vulnerable children above their published admission number, even if they are already full. However, this does not override any preference expressed by a parent/carers, and they have the right of appeal if refused a place.

Appeals

During any academic year, you can only appeal once for a particular school. Hull City Council will only consider a repeat appeal for a school controlled by them if your circumstances have changed significantly. However, you can appeal for alternative schools.

The appeal will be heard within 40 school days of the closing date for appeals for normal round admissions or within 30 school days for in-year admissions. Appeals are heard by an independent appeal panel arranged locally.

On receipt of your appeal forms, a date will be set at which a representative of the admission authority will attend. If you choose not to attend the hearing, the case will be heard in your absence.

The Independent Appeals Panel will hear the case of the admission authority first, followed by your case. There is the opportunity for both parties to ask questions before a decision is made.

There are two stages in deciding the outcome of a prejudice appeal –

1. A factual stage – The panel must decide whether ‘prejudice to the provision of efficient education and use of resources’ would arise were an extra child to be admitted to the school.
2. Balancing stage – If the answer to the first stage is yes, then the panel must weigh the degree of prejudice and decide which case is stronger, the case of the admission authority or your case.

Infant Class Size Appeals

These appeals are different from the two-stage prejudice appeals. Appeals for admission into a class which has reached, or will reach, the infant class size limit of 30 pupils with one teacher can only be upheld on very limited grounds. These grounds are (either) –

- that the child would have been offered a place if the admission arrangements had been properly implemented
- that the child would have been offered a place if the arrangements had not been contrary to the mandatory provisions of the school admissions code and legislation

- that the decision was not one which a reasonable admission authority would make in the circumstances of the case

Because of these limited grounds, it is less likely that an infant class size appeal will be successful.

Appeals for pupils with Education Health and Care Plans

Where parents/carers are unhappy with the placement named in section 1 of an EHCP, they may appeal this through the SEND Mediation and First Tier Tribunal Appeal Process. Further details on this are available on the [Local Offer website](#) and from the SEND Assessment and Review Team on 01482 616 007.

Attendance at school

It is your responsibility as a parent/carer to ensure that your child goes to school regularly and on time. Absence from school can affect their learning and achievement.

Family holidays should be taken during the school holidays. If you need to go away during the term, discuss with the school your plans first. Any time out of school must be approved by your child's headteacher and will only be granted in exceptional circumstances.

If you think your child is having difficulties in school or seems reluctant to attend, discuss this with the school and share your concerns.

Early Years

If your children are not yet of school age, you may find some of the following information helpful:

All 3 and 4 year olds are entitled to up to 15 hours per week of early education entitlement funded by the government from the term after they turn 3. This is known as the 'universal offer'. Children may take up a funded place with the following types of providers –

- at a nursery class attached to a local school
- at a pre-school playgroup
- at a private day nursery or maintained nursery school
- with a child minder (who is registered to deliver funded places)

Working parents/carers of 3 and 4 year olds may also be eligible for a further 15 hours per week, if they meet certain eligibility criteria. Known as the '30 hour extended entitlement'.

Working parents of children aged 9 months to 2 years may also be eligible for 15 hours per week government funded childcare if they meet certain eligibility criteria. This is known as the 'working parent' offer,.

Some 2 year olds of parents who do not work or are on low income, who meet the eligibility criteria could also be entitled to up to 15 hours per week early education and childcare.

For further information and to find out if you are eligible, visit childcarechoices.gov.uk. You can get further information on the funded entitlements and early years and childcare provision in Hull from the Family Information Service on 01482 318 318 or at .

Wraparound Care

By September 2025 the intention is that there should be wraparound care available for all primary aged children within their school or close by:

Wraparound care is the term used to describe childcare that wraps around the school day (before or after). This includes breakfast clubs and after school clubs. Wraparound care is not provided free of charge, parents can claim their childcare tax credits to subsidise the cost. Wraparound care can be delivered by schools and private and voluntary organisations.

The Hull City Council Early Years team can provide advice and support to pre-school children with additional needs, their families and early years settings. For more information, call 01482 318318, email fis@hullcc.gov.uk or go online at hull.gov.uk/children-and-families/family-support

Home to school transport

Parents and carers need to be aware that they are responsible for the transporting of their child to and from school.

However, there are situations where the council has a legal duty to provide assistance with travel and transport to and from school. The duty applies to home to school travel arrangements at the start of the day and school to home travel arrangements at the end of the day.

Details of the council's Home to School Transport policies can be found on the council's website via [Home to school transport | Hull](#) on the link for 'home to school transport'.

For advice and an application form for travel assistance, contact the Admissions and Transport team using the details below by telephone on (01482) 300 300, email at hometoschool@hullcc.gov.uk or by using the links on the website.

Transport for pupils with an exceptional need on the grounds of special educational needs, physical disability or medical need is considered for each individual case by the Admissions and Transport team. If you think your child is eligible for free travel on the grounds of their SEN/EHCP, physical disability or medical need you should contact the Admissions and Transport team on (01482) 300300 or by email at SENTransport@hullcc.gov.uk

Free school meals

All children in reception, year 1 and year 2 are entitled to claim a free school meal, regardless of whether their parent/carer is on a low income. These free school meals are available to all pupils but will not continue into year 3.

Free school meals are available to other pupils based on qualifying criteria. The Pupil Premium Schools may now claim additional funding for some pupils if they meet one of the following –

- pupils in primary, infant or junior school who have been entitled to free school meals on the basis of a low income in the past 6 years
- children who are looked after
- previously looked after pupils such, as those adopted from care
- pupils from service families

Given schools benefit from additional funding for these categories of pupils, it is important that schools know and can record that your child meets one of the above criteria.

If your child is entitled to universal infant free school meals but you think you may be eligible based on your low income, you should still apply so your child's school can benefit from this additional funding as well as your child's meals continuing uninterrupted into Year 3.

Schools can spend pupil premium for the educational benefit of pupils registered at that school, or on community facilities which benefit pupils at the school, their families, or people who live and work in the local area.

Eligibility for free school meals

Your child may be able to get free school meals if you (their parent, guardian or carer) are in receipt of any of the following –

- Income Support
- Income Based Jobseekers Allowance
- Income Related Employment and Support Allowance (ESA-IR)
- support under Part VI of the Immigration and Asylum Act 1999
- the Guaranteed element of State Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16.19)
- Working Tax Credit run on – paid for four weeks after you stop qualifying for Working Tax Credit
- Universal Credit – if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Children or young people who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

To apply for free school meals

To apply for free school meals you can either –

- Apply online at [Free school meals | Hull](#)
- Complete an online Free School Meal application form on the Hull City Council website via search option on hulcc.gov.uk

Forms are also available from all Customer Service Centres and schools in Hull. If you would like any additional information, contact Revenues and Benefits Service on (01482) 300 303.

Educating your child at home

If you decide to educate your child at home, the law allows this. However, the law states that you must make sure your child gets an 'efficient full-time education suitable to their age, ability and aptitude and to any special educational needs they may have'. If you decide to educate your child at home, put this in writing to –

Hull City Council
Education Welfare Service
2nd Floor, Room 128
The Guildhall
Alfred Gelder Street
Hull, HU1 2AA

You can contact the Education Welfare Service on (01482) 300300 for further information.

Children with Education Health and Care Plan (EHCP) and admissions

Where a learner is allocated to an educational setting through the mainstream admissions process, this placement will remain the identified setting until an EHC Plan has been finalised naming an educational setting in Section I.

If your child has an Education, Health and Care Plan (EHCP) they go through a different admissions process, regardless of the education setting type.

The SEND Assessment and Review team (SEND team) are responsible for managing the learner's EHCP and will need to formally consult with the headteacher and governors of any requested setting before they can be named in section I of the EHC Plan.

Children must be in full-time education at the start of the school term after they turn 5 years old. Within the summer term before the child enters Foundation stage 1 (the year in which they turn 4 years of age), parents/carers will receive a letter from the local authority's SEND team asking them to express their preferences of primary school for their child. These preferences should be returned to the SEND team no later than the 30th of September when the child is in Foundation stage 1.

The SEND team will then formally consult with the schools of preference, as well as the nearest mainstream educational setting. The SEND team may also choose to consult with any educational setting they deem may be appropriate to meet the learners needs.

To support the consultation process, the SEND team will include the learner's EHC Plan, as well as any recent review documentation which has been supported by the Early Years Inclusion Team.

All learners due to transfer to primary education in September must have their EHCP amended and the educational setting named in Section I by 15 February during their Foundation stage 1 years.

Further information and advice can be found on the Local Offer website at hullsendlocaloffer.org.uk

SEN and Disability Information, Advice and Support Service

SENDIASS is a free service outsourced by the local authority to offer specialist advice, guidance, support and information to children, young people and parents covering educational needs, disability, health and social care. The service provides neutral and factual support and information on special educational needs to help children, their parents/carers and young people to play an active and informed role in their education, health and social care (where relevant).

SENDIASS offers independent support to provide accurate and informative advice and/or support to any family or young person in relation to matters relating to special educational

needs, including those going through a statutory Education Health and Care needs assessment. You can contact Hull SENDIASS by telephone on 01482 467541, email at hullsendiass@kids.org.uk or via the internet at kids.org.uk/sendias/services/hull-sendiass

Attendance at an independent school

You will need to make your own arrangements for independent schools. You will be responsible for transport, fees and any other relevant incidental costs. If you are submitting an application for any other Hull schools as well as making an application direct to a fee paying school, you do not need to include the fee paying school as one of your preferences on the application.

If you accept a place at an independent school, you will need to advise the Admissions team of this in writing.

Foreign national children living in the UK

If you have moved to the UK and want to apply for a school place for your children, you must check that you have a right of abode (to live or work in the UK without any immigration status), or that the conditions of your immigration status permit you to have access to a state funded school place. It is your responsibility as the parent/carer to check that your children have a right to study at a state funded school.

School term dates

For most schools, the total number of days is 195 (minus 5 days to be taken as non-contact days at the discretion of the school).

A table of term dates is shown below. This table is based on LGA principles and these dates match with Lincolnshire, East Riding and North East Lincolnshire Councils. Academy schools can set their own term dates and these will be available on their own school websites. You should check directly with the schools for clarification.

Term dates 2024-25

Autumn Term 2024				Number of days at school
Mid-term Holiday				
Re-Open	Close	Re-Open	Close	
Mon 2 September	Fri 25 October	Mon 4 November	Fri 20 December	75
40 days at school		35 days at school		

Spring Term 2025				Number of days at school
Mid-term holiday				
Re-Open	Close	Re-Open	Close	
Mon 6 January	Fri 14 February	Mon 24 February	Fri 4 April	60
30 days at school		30 days at school		

Summer Term 2025					Number of days at school
Mid-term holiday					
Re-Open	Closed May Bank Holiday	Close	Re-open	Close	
Tue 22 April	Mon 5 May	Fri 23 May	Mon 2 June	Tue 22 July	60
23 days at school			37 days at school		

Term dates 2025-26

Autumn Term 2025					No of Days at school				
Mid-term Holiday									
Re-Open		Close		Re-Open		Close			
Mon 1 September		Fri 24 October		Mon 3 November		Fri 19 December		75	
40 days at school				35 days at school					
Spring Term 2026								No of Days at school	
Mid-term holiday									
Re-Open		Close		Re-Open		Close			
Mon 5 January		Fri 13 February		Mon 23 February		Fri 27 March		55	
30 days at school				25 days at school					
Summer Term 2026								No of Days at school	
Mid-term holiday									
Re-Open		Closed May Bank Holiday		Close		Re-open			Close
29 days at school				36 days at school					

Disclaimer

All the information in this guide was correct in August 2024 when it was written. However, there may have been changes since this time.

Deadlines

Please note that deadlines notified during the allocation process will be strictly adhered to.

Withdrawing school place offers

Applications which are found to be fraudulent or intentionally misleading may result in offers of places being withdrawn. Evidence of fraud may be passed to the Fraud Investigations Team.

Further help available

The Admissions team

Telephone – (01482) 300300

Email – lsadmissions@hullcc.gov.uk

Webpage – hull.gov.uk/admissions

Home to School Transport

hull.gov.uk/children-and-families/schools-and-education/home-school-transport

Elective Home Education

hull.gov.uk/children-and-families/schools-and-education/home-education

Summer Born Children

gov.uk/government/publications/summer-born-children-school-admission

Local Offer

hullsendlocaloffer.org.uk

Apply online by Wednesday 15 January 2025

