

Admissions Criteria (Reception only)

Abbot Alphege Academy

To be considered under the following criteria parents/carers must have named the school as a preference.

1. Children in Public care [Looked after Children] or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order.
2. Children for whom there will be a sibling in attendance at the school on the admission date (sibling is defined as sharing at least one parent or legally adopted into the family, and in every case the child should be living in the same family unit at the same address).
3. Children who live closest to the school, as measured in a direct line from the child's home address (defined as the permanent address where he or she generally resides with the parent/carer who has parental responsibility, or where responsibility is shared, the address of the parent/carer who receives Child Benefit) to the school. Measurements will be determined using the Local Authority's GIS computerised mapping system.

Notes

1. **Tiebreaker:** When applications within the above categories exceed the number of places available, priority will be given to children who live nearest the school;

If it is necessary to use a tie breaker to distinguish between two or more applications, **a distance criterion will be used**. Priority would be given to those children living nearest the school as measured in a straight line from the address point of the child's home address to the address point of the school as defined by the Local Land and Property Gazetteer (LLPG). Measurements will be determined using the Local Authority's Geographic Information System (GIS) computerised mapping system with those living closer to the school receiving higher priority. The GIS system used within this LA would not be able to calculate a staircase measurement in the case of multi-level dwellings. If the distance between two children's homes and the school is exactly the same then a random allocation would be used for any such cases.

This will be undertaken in the school building by a person entirely independent of the Admissions Committee and with no current connection to the school.

2. Multiple birth applications (for example twins)

In the event of the school being oversubscribed where the applicant for the final qualifying place(s) available within the admission number is the parent/carer of twins, triplets or other multiple births the school will breach the admission number to allow these children to be offered places. In the case where there would be Infant Class Size issues such children will remain as an 'excepted pupil' under the Admissions Code for the time they are in an infant class or until the class numbers fall back to the normal class size limit of 30.

3. Home Address & Families moving into the area

The child's normal permanent home address where he or she lives with his or her parents or legal guardians will be used to decide where the child lives. Temporary addresses cannot be used to obtain school places. If parents or carers plan to move, documentary evidence will be required and in order for address changes to be taken into account in the first round of allocations made on **18 April 2017** the appropriate documentary evidence should be received by the closing date of **15 January 2017**. However, if details of a change of address that will occur after the closing date (and before the start of term 1) is received with the appropriate documentary evidence by **30 January 2017** i.e. before the LA has sent details of applications to other councils, it will be considered in the first round of applications.

Examples of evidence that may be acceptable to determine a child's address are:-

- A solicitor's letter confirming exchange of contracts and completion date for a property which is being purchased or a property which is being sold.
- A copy of a signed rental agreement or a solicitor's letter if moving to a council or rented property and proof of your sale or Notice to Quit on your current/previous property.
- A copy of a council tax bill or utility bill such as water, gas or electricity in your name for your newly owned or rented property together with proof of your sale or Notice to Quit on your current/previous property.
- A child benefit book.
- If you are moving in with a relative a letter from them will be required confirming the date you will be moving in together with a copy utility bill showing their name and address. A solicitor's letter will also be required confirming that completion of contracts has taken place on your sale or Notice to Quit on your current/previous property.

- In the case of children of UK Service Personnel or Crown Servants returning from overseas, with a confirmed posting to the area an official letter declaring the relocation date and a Unit postal address or quartering area address should be provided.

4. Admission of children outside their normal age group

The Academy Trust will consider applications for delayed or accelerated entry in cases where parents would like their child to be admitted to a year group either side of their chronological age group. The reasons for the request must be fully explained and included with the application form

A parent of a 'summer born' child entitled to start school in September 2017, may choose to delay his/her entry to school until September 2018, where the parent(s) considers this arrangement to be in the best educational interests of the child. The parent(s) may request to apply for reception in September 2018 rather than year 1. However, there is a risk attached to deciding this approach, which the parent must be clear about. Although the Admission Authority may agree to a new application being submitted for a reception place in September 2018, there can be no indication given as to whether a place will be available until the 2018 'normal' admissions round is complete. The following process will apply:

1. The parent must submit an application to the home local authority during the 2017 'normal' admissions round, making it clear in the text box on the application form that he/she wishes to delay the child's entry until September 2018. Where the intention is for the child to start with the 2018 reception cohort, this must also be clearly stated on the form. The Admission Authority will formally note the parent(s) instruction and will consider the request. If a request to delay is approved, parent/carers should withdraw their application and effectively, the child will no longer be part of the 2017 'normal' admissions round. Parents will then need to make a new application as part of the main admission round for the following year in September 2018.

5. Right of Appeal

Parents who are unsuccessful in their application for a place at the school have the right to appeal to an Independent Appeal Panel. Further information concerning how to appeal will be explained in the decision letter.

6. Waiting List

Parents/Carers who make a formal appeal against their allocated school will have their child's name kept on a waiting list for any places which may

become available at their preferred school. They may also ask for their child to remain on the waiting list without making a formal appeal. Any places which do become available will be reallocated using the Admissions Criteria, taking into account those parents who have asked to remain on the waiting list or who have lodged a formal appeal together with any late applications received.

7. Late applications for Reception places

Any late applicants should complete their home LA's common application form and return it to their home LA as soon as possible. In line with agreed co-ordinated admission procedures the Academy will be informed of any late applications received.

- 8.** Weston All Saints Primary School is the BANES Hearing Impaired Resource Base specialist provision.

9. Children with a Statement of Special Educational Needs or Education Health and Care Plan (EHC)

Children with an Education Health and Care Plan [EHC] are dealt with separately through the statutory assessment process or a review of their plan. All schools are consulted before being named on a pupil's plan and schools have the opportunity to draw attention to any difficulties arising from oversubscribed year groups. If a particular school is named this will take priority over the Admissions Criteria, although, wherever possible the place will be offered within the Admission Number for the school.