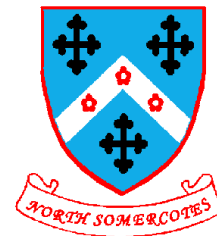


# North Somercotes CE Primary School



## Admissions Policy 2024-2025

North Somercotes Church of England Primary School aims to provide an education underpinned by Christian values.

The Published Admission Number is 30.

We will allocate places to parents who make an application before we consider any parent who has not made one.

### **Reception year**

The school is part of the coordinated admission scheme within Lincolnshire County Council administered by the School Admissions Team. All dates and procedures concerning application forms, deadlines and notification of offers can be found online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions).

Parents resident in Lincolnshire can apply online [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions) they can also make a telephone application or ask for a hard copy application form by telephoning 01522 782030. Parents resident in other areas must apply through their home local authority. North Somercotes CE Primary School will use the Lincolnshire County Council's timetable published online for these applications and the relevant Local Authority will make the offers of places on their behalf.

Where we have offered a child a place at our school and whilst children are still four years of age, parents may opt to defer entry until later in the school year or request that their child attend part-time:

- a) that child is entitled to a full-time place in the September following their fourth birthday;
- b) the child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made, whichever is the sooner;
- c) where the parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Parents interested in deferring admission or arranging part-time attendance must contact the school to discuss this.

### **In Year Admissions**

The governors welcome admissions into other year groups if there are places. For In-year school places, applications should be made via the School Admissions Team at Lincolnshire County Council online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions) or by telephoning 01522 782030. If there are more applications than places then the oversubscription criteria will be used to decide who should be offered the place. If it is necessary to refuse a place then you will be informed of your right of appeal.

### **Education Health Care Plans**

In accordance with legislation the Governors will meet their legal obligation with the allocation of places for children with an Education, Health and Care Plan (Children and Families Act 2014) where the school is named will take place first. We will then allocate remaining places in accordance with this policy.

### **Oversubscription criteria**

Where application for admissions exceed places available, the following criteria will be applied in the order set out below to decide which children to admit. Words marked with a number, for example 1, 2 and 3 are explained separately in the definition and notes section.

- A. Looked after children and previously looked after children. (1)
- B. A brother or sister attending the school at the time of application, or who will be attending the school at the expected time of admissions. (2)
- C. Straight line distance from the child's home to the school, priority given to the child living closest to the school. (3)

The oversubscription criteria are listed in the order we apply them. If it is necessary to distinguish between more than one applicants in any criteria, the next criteria will be applied until the tie-breaker is used, which will be by straight line distance. The child living closer to the school will be offered the place.

If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then a lottery will be drawn by an independent person, not employed by the school or working in the Local Authority Children's Service Directorate.

### **Explanations and definitions**

(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) at the time of making an application to a school.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

This includes children who were adopted 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).

Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.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 arrangements order.

Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one

(2) Brother or sister attending the school at the time of application, or who will be attending the school at the expected time of admission. In all cases both children must live at the same address. We include in this criterion

- a brother or sister who shares the same biological parents
- a half-brother, half-sister, step-brother or step-sister
- a legally adopted child, a child legally adopted by a biological or step-parent.

### **Twins and other siblings from a multiple birth**

If one or more can be admitted within the published admission number the school will go above its admission number as necessary to admit all the children, unless this would make the class too large. The government's school admissions code makes an exception to the infant class limit in this situation.

**Brothers and sisters in the same year group**

Where there is only one place available in the school the children will be considered together as one application. The school will go above its admission number as necessary to admit all the children, except in cases where this would make the class too large or the infant class regulations prevent this from happening. If the infant class size regulations apply we can only legally offer one place because the government's school admissions code makes no exception to the infant class size limit for siblings in the same year group. We will only be able to offer the parent a place for one child.

(3) Proximity of a child's home in relation to the school, with those living nearest to the school being accorded the highest priority as measured by straight line distance electronically by Lincolnshire County Council school admissions team from the Post Office address point of the home to the Post Office address point of the school. We measure distance to three decimal places, e.g. 1.256 miles.

The home address is considered as the address where the child lives for the majority of the school term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989.who has parental responsibility as defined in the Children Act 1989.

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.

**Reserve List**

For admission into Reception the governors will keep a waiting list which we call a reserve list. If your child is refused a place at our school your child is automatically put on the reserve list, unless you have been offered a higher preference school. This list is in the order of the oversubscription criteria, as required by the School Admissions Code. This means that names can move down the list if someone moves into the area and is higher placed on the oversubscription criteria. The governors do not take account of the time you have been on the list. The reserve list is cleared at the end of each academic year. If you would like your child to be placed on the reserve list for the following academic year please contact the school.

**Appeals**

Parents have a right to appeal to an independent appeal panel if your application is unsuccessful. Appeals relating to admissions will be in accordance with all relevant legislation. The decision of the independent appeal panel is binding on all parties. Details of this procedure can be obtained from the school.

**Fair Access**

Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced children who live in the home local authority, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children

above the published admissions number to schools that are already full. North Somercotes CE Primary School will participate in Lincolnshire County Councils fair access protocol.

### **Children of UK service personnel (UK Armed Forces)**

For families of service personnel with a confirmed posting to the area, or crown servants returning to live in the area from overseas, the Governors will:

- Process an application in advance of the family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address to use when considering the application against the school's oversubscription criteria.
- Accept a Unit postal address or quartering area address for admissions purposes for a service child.

For late co-ordinated applications and midyear applications supported by the appropriate military documentation we will aim to remove any disadvantage to UK service personnel (UK Armed Forces).

The Governors will not refuse a service child a place because the family does not currently live in the area. The Governors have discretion to admit above the admission number in these circumstances if they wish, but are not obliged to do so.

### **Fraudulent or Misleading Applications**

As an admission authority we have the right to investigate any concerns we may have about your application and to withdraw the offer of a place if we consider there is evidence that you have made a fraudulent claim or provided misleading information, for example a false address was given which denied a place to a child with a stronger claim. We reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly.

### **Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

Parents wishing to make these requests must contact their home local authority for guidance on the procedure to follow.

It is important for parents to note that they will have the opportunity and responsibility to provide whatever evidence they wish to support their request.

The school will make decisions on the basis of the circumstances of each case and in the best interests of the child concerned.

This will include taking account of:

- the parent's views;
- any available information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group;
- any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely
- the views of the head teacher

**Review**

This policy will be reviewed annually with the admissions authority in the light of any changed circumstances in our school or the local area or new Government legislation.

**Policy agreed by Governing Body – Autumn Term 2023**