

2017-18 Admissions Policy Sudell Primary School

Children to be admitted

The law does not require any child to start school until the start of the term following the fifth birthday. In Blackburn with Darwen we operate a single start date of September for all children who will become 5 during that school year. All children who have their fifth birthday between September 1, 2017 and August 31, 2018 may start school in the Autumn Term 2017.

Admission Arrangements for 2017-18

All preferences expressed will be considered equally. If the number of children requiring admission does not exceed the school's published admission number, all the children will be offered admission. If the number of children requiring admission exceeds the published admission number, then the admissions authority will consider all preferences equally against the oversubscription criteria shown below.

Admission Criteria for Oversubscribed Schools

Children with either an Education, health and care plan, a statement for special educational needs or an individual pupil resource agreement (IPRA) for whom the preferred school is named in the plan/statement will be admitted first.

The remaining applicants who have named this school as a 1st or 3rd preference will then be considered equally against the Council's admission policy, in the priority order given below:

- (a) 'Looked after' children and children who were previously 'looked after' but immediately after being looked after were adopted or became subject to a residence/child arrangement order, or special guardianship order. 'Looked after' means that the child was (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.
- (b) Children with an older sibling (sibling means a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, not cousins, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address) who will still be attending the preferred school when the younger child is admitted;
- (c) Children with proven exceptional medical, social or welfare needs which are directly relevant to the school concerned. If you wish to be considered under this category you must provide appropriate supporting evidence with your application from a doctor, social worker or other professional. This evidence must explain why the preferred school is the most suitable and what difficulties would be caused if the child had to attend another school;
- (d) Children who live nearest the school (geographical proximity). Under this category, the remaining places will be offered to children who live nearest to the preferred school. The distance will be measured in a straight line between the home front door and the main gate of the school using a computer.

Tie-breaker

If category (b), (c) or (d) is oversubscribed, geographical proximity (as set out in category (d)) will be used as the 'tie-breaker' to decide between the remaining cases. If after measuring distances it is still not possible to decide on the child/ren to be offered admission (for example two children living in the same block of flats or in the same house) the Local Authority will then use a random draw allocation to decide which of the children can be offered a place.

Priority for Twins/Multiple births

Where there are twins, etc wanting admission and there is only a single place left within the admission number, then the governing body will exercise as much flexibility as possible within the requirements of infant class sizes. In exceptional circumstances cases we are now able to offer places for both twins and all triplets, even when this means breaching infant class size limits. This may also apply to siblings who are in the same year group.

NOTE – Criterion (c) Medical, social, welfare reasons

If you feel that there are exceptional medical/social/welfare needs relating to your child which support the need for your child to attend a particular school, and wish your application to be considered under criterion (c) you must state this on your application form AND provide appropriate written supporting evidence for your application from a doctor, social worker or other professional. This evidence must explain why the preferred school is the most suitable and what difficulties would be caused if the child had to attend another school. This evidence should accompany the application form. If necessary, parents can submit the application form and send the supporting evidence at a later date but the supporting evidence MUST be received by the Local Authority on or before the closing date for applications. It is the parent's responsibility to ensure that the Local Authority receives the supporting evidence. If you do not provide the supporting evidence on or before the closing date, then it will not be possible to consider your application under the medical/social/welfare criterion, Please bear in mind the following points in relation to this criterion –

1. only *exceptional* reasons associated with the child and directly relevant to the suitability of that specific school (i.e. showing why the child needs to be admitted to that particular school) are normally accepted under this criterion.
2. all schools can make provision for special educational needs and can also manage common conditions – e.g. asthma, diabetes, epilepsy.

After the closing date, during the early stages of the allocations process, all applications which have requested consideration on the grounds of medical/social/welfare need are considered separately by a panel from the Admission Authority. This involves considering all statements and evidence provided by parents to support the application. The panel may, at their own discretion, contact parents/carers and third parties (with parental consent) to request further information where this is needed to reach a decision. The Panel's focus in assessing each claim for consideration under this criterion will be to assess whether the evidence provided (a) actually confirms that this child has an exceptional medical/social/welfare need AND (b) demonstrates a clear and exceptional need for this child to attend that specific school for reasons arising from the exceptional medical/social/welfare need. Where the reasons claimed are not considered exceptional or do not disclose an exceptional need for the child to attend that specific school, then the application will be dealt with under the other admission criteria for the school(s) requested.

Deferred Admission to Reception

The law does not require any child to start school until the start of the term following the fifth birthday. In Blackburn with Darwen a start date in September is used for admission of all children who will become 5 during that school year. All children who have their fifth birthday between 1 September 2017 and 31 August 2018 may start school in the autumn term 2017. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January.

Admission of children outside their normal age group

Parents/carer(s) may seek a place for their child outside of their normal age group, for example, if a child is gifted and talented or has experienced problems such as ill health. Parents of a summer born child (born between 1 April and 31 August) may choose not to send that child to school until the September following their fifth birthday and may request that their child is admitted out of their normal age group to reception rather than year 1.

Children who are already of school age

Parent(s)/carer(s) must submit their written request for admission out of the normal age group to the Governance Board. If their request is agreed and a place is available in the requested year group, the child will be admitted.

Children seeking admission to reception in the September after their fifth birthday

Parent(s)/carer(s) will need to submit a normal common application form (caf) or an online application form for admission into the normal school year. At the same time parent(s)/carer(s) will need to submit a request for admission for their child out of their child's normal age group.

The Governance Board will respond to the request for admission out of the child's normal age group before the primary national offer date.

If their request is agreed, the application for the normal age group may be withdrawn before a place is offered. If their request is refused, parent(s)/carer(s) must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an In-year application for admission to year one for the September following their child's fifth birthday.

Parent(s)/carer(s) should note that if their request is agreed, they must make a new application for the next main admission round the following year.

The Governance Board will not honour a decision made by another admission authority on admission out of the normal age group. Parent(s)/carer(s), therefore, should consider whether to request admission out of the normal year group at all their preference schools, rather than just their first preference school.

Making the decision

Parent(s)/carer(s) seeking admission of their child outside their normal age group must send their written request to the Governance Board. It is the responsibility of the parent(s)/carer(s) to provide the Governance Board with all relevant information relating to this request, including the parent(s)/carer(s) views; information about the child's academic, social and emotional development; medical history and views of a medical professional (where relevant); whether the child would naturally have fallen into a lower age group if it were not for being born prematurely; and whether the child has previously been educated out of their normal age group.

The Governance Board is required to take into account the views of the Head Teacher on the application as well as the information from the parent(s)/carer(s). The Governance Board will make their decision on the basis of the circumstances of each individual case, and in the best interests of the child concerned.

The Governance Board will then inform the parent/carer of their decision on the year group the child should be admitted to and will provide the reasons for their decision.

Parent(s)/carer(s) whose child is refused a place at this school have the right of appeal to an independent admission appeal panel. As the purpose of the appeals process is to consider whether a child should be admitted to a particular school, parents do not have a right of appeal if they have been offered a place and it is not in the year group they would like.

However, they may make a complaint about an admission authority's decision not to admit their child outside their normal age group.