



This policy is in force until further notice from:	28.02.24
This policy must be reviewed:	Annually
Policy Author(s):	Shamita Kumar
Date policy reviewed by Education Director:	28.02.24
Date policy reviewed by Compliance Officer:	28.02.24
Location of publication of policy:	School Website
Under the Trust's Scheme of Delegation this policy must be approved by	The Admissions Committee
Such approval was given on:	January 2024

In the case of buildings containing a number of dwellings (ie an apartment block), the distance will be measured from the same point in the building regardless of where within the building the child's home address is actually located, with the tie breaker being applied as necessary.

Where two or more children live an equal distance from the School, random allocation supervised by someone independent of the School will be used as a tie-breaker to determine the order in which places are allocated.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. We will admit them all (as the case maybe) and exceed our PAN.

For the purpose of this policy, the child's home address is determined as defined in Local Authority's Admissions Arrangements.

The children of UK service personnel (UK armed forces) with a confirmed posting to the area of the School, and the children Crown servants returning from overseas to live in the area of the School, will be regarded as living at the address stated in the application for admission at the time of application where it is accompanied by an official letter confirming the relocation date and a unit postal address or quartering address. This is an exception to the rule that the child must be living at the address at the time of application.

The statutory maximum number of pupils in a class in Reception Year to Year 2 is 30, however regulations set out categories of children who will be regarded as "excepted pupils" not counting towards the class size and can therefore be admitted.

Twins and siblings of a higher multiple birth will be "excepted pupils" where one or ml

Children are entitled to a full-time place in Reception Year in the September following their fourth birthday. Children do not, however, reach compulsory school age until one of three prescribed days following their fifth birthday (or on their fifth birthday, if it falls on a prescribed day). These prescribed days are 31 December, 31 March and 31 August.

Parents who achieve a place for their child in Reception Year have a right to decide that they will defer the date that their child will start school until their child reaches compulsory school age, without losing the achieved place. Parents who defer the date that their child will start school must agree the decision in writing with the school.

In respect of parents of "summer born children" (i.e. children born on or between 1 April and 31 August) their children are considered to reach compulsory school age on the 31st August following their fifth birthday (or on their fifth birthday if it falls on the 31st August); these parents cannot defer the date that their child will start school beyond the first day of the final term of the school year without losing the place that has been offered. If they do, the place will be allocated to another child.

However, parents of "summer born children" do, have the right to release the achieved place and delay their child's start date for o

Applications received by the Local Authority after the closing date for applications stated above will be late applications and will not be considered until after applications received on or before the closing date for applications have been considered and places allocated. This means that the chance of achieving a place will be reduced. The names of those children who do not achieve a place will be placed on the waiting list (see below).

The School operates a waiting list for the duration of the school year. The names of all children who do not achieve a place in Reception will be placed on the waiting list automatically, and for the duration of the school year in which they would otherwise have been omitted. After that date, all names will be removed by the Local Authority unless the child's parents notify the Local Authority naming the school on the waiting list.

A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above, and not by reference to the date that the application for admission was made. This means that a child's place on the waiting list may go down as well as up, as more applications are received from children with higher priority.

Applications for in-

