



## Determined Admissions Arrangements for Eversholt Academy Trust (operating as Eversholt Lower School) for entry September 2020

Eversholt Lower School has an agreed admission number of 15 for entry to the reception year.

The Governing Body, as the admission authority, determines the school's admission policy and arrangements and is responsible for taking decisions on applications for admission. The Governing Body works with the Local Authority in order to ensure admissions are co-ordinated across the local authority area.

It is important to note that a nursery place at the school does **not** guarantee a place in the reception year and parents must apply for a reception year place in accordance with the co-ordinated admission arrangements.

Should the number of applications for admission exceed 15 the Governors will apply the following criteria (in the rank shown) to decide the order in which places will be allocated.

1. All 'looked after' children or children who were previously 'looked after' (see definitions);
2. Pupils living in the catchment area with siblings at the school (see definition of sibling);
3. Other pupils living in the catchment area
4. Other siblings (see definition);
5. Any other children

## Notes

1. If applying these criteria results in there being more children with an equal right to admission to the school than the number of available places, the tie break will be the distance the pupil lives from the school, measured in a straight line, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. The distance will be measured from the address point of the pupil's home to the main entrance of the school. The Governors will not give priority within each criterion to children who meet other criteria. In the event of (a) two or more children living at the same address point (e.g. children resident in a block of flats) or (b) two addresses measuring the same distance from the school, the ultimate tie-breaker will be random selection, using the School Admissions Team database to allocate the place.
2. A place will normally be offered at the catchment area school if parents apply for a place at that school during the normal admissions round. However, a place at the catchment area school cannot be guaranteed. If a pupil moves into the catchment area outside the normal admissions round (or after the allocation process has begun) it may be more difficult to offer a place at the catchment area school if this would mean exceeding the admission number at the school. In this case, a place will normally be offered at the next nearest school or academy which caters for pupils of the same age and has places available.
3. Pupils who have an Education, Health and Care Plan (EHCP) or Statement of Special Educational Needs are required to be admitted to the school, even if the school is full. Pupils identified for admission through the Fair Access Protocol will also be admitted even if the school is full.

## Definitions

### ***'Looked after' children***

A 'looked after' child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see Section 22(1) of the Children Act 1989).

### ***Previously 'looked after' children***

A previously 'looked after' child is one who immediately after being 'looked after' became subject to an adoption, residence, or special guardianship order. An 'adoption order' is an order under section 46 of the Adoption and Children Act 2002. A 'residence 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. 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).

### ***Sibling***

A sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or foster brother or sister where foster care has been arranged by a Local Authority or the child of the parent / carer's partner, and in every case, the child should be living at the same address. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

### **Home Address**

A pupil's home address will be regarded as the address of the parent / carer with parental responsibility with whom the child normally lives. This will not usually include grandparents, aunts or uncles. Where a child spends time with parents / carers at more than one address, the address used to allocate a school place will be the one at which the pupil is ordinarily resident and where the child spends the majority of the school week (Mondays to Fridays) including nights. If there is any query on the home address this will be checked against original official documentation e.g. council tax bill, a recent utility bill (gas, electricity or water), a rental agreement, child benefit annual statement or family tax credit information.

### **Pupils with a Statement of Special Education Needs or Education, Health and Care Plan EHCP**

In accordance with the Education Act 1996, children with a Statement of SEN or Education, Health and Care Plan are required to be admitted to the academy if named in the Statement or Plan and will be allocated a place ahead of those without a Statement of Special Education Needs or Education, Health and Care Plan in the allocation process. Thereafter the admissions criteria for the academy will apply to those children without a Statement of Special Education Needs or Education, Health and Care Plan. After allocations have been made, if an application is made late or is received as part of the in-year process, pupils who have a Statement of Special Educational Needs or Education, Health and Care Plan are required to be admitted to the academy if named on the statement or Plan, even if the academy is full.

### **In-Year Admissions**

Requests for admission into other year groups should be made direct to the school on the In-Year Application form. The form is available from the school or Local Authority and can also be downloaded from the Local Authority website.

### **Delayed admission for summer born children**

Parents have the right to request their summer born child's admission to reception year is in the September following their fifth birthday however parents/carers do not have the right to insist that their child is admitted to a particular age group, a decision will be made by the academy Academy Trust in consultation with the Principal.

Parents/carers need to make their request in writing, separately from the CAF, directly to the Academy Trust via the Principal. The request should include the parents'/carer's reasons for the request, information regarding the child's academic, social and emotional development including any supporting evidence the parent deems relevant; where relevant, their medical history and the views of a medical professional and if applicable, details if the child was born prematurely including whether they would have been in a lower age group had they been born on their due date.

The Academy Trust, along with the Principal, will then consider the request, making their decision on the basis of the circumstances of each case and in the best interests of the child in accordance with the School Admissions Code. Once determined, the decision will be communicated by the academy to the parent(s)/carer(s) in writing and will include the reasons for the decision.

If a request is granted, the parent will need to make an application as part of next year's normal admission round and this will be processed within the normal allocation process. A place is never guaranteed at the academy and in the case of oversubscription, places are

offered in accordance with the academy's oversubscription criteria. For the avoidance of doubt, please note these arrangements allow for the delay of the application and not a deferred offer of a place.

*\*A summer born child is one born between 1 April to 31 August.*

### **Appeals / Waiting Lists**

Parents of pupils not offered a place at the school will have the right of appeal to an independent Admissions Appeal Panel. Any pupil refused a place will be placed on a waiting list, which will be prioritised in accordance with the admissions criteria. Waiting list for the normal year of entry will be maintained until the end of the Autumn term. Parents are requested to inform the school if they wish their child's name to remain on the waiting list. Waiting lists for admission into other year groups will be maintained for the whole of that academic year.

### **Schools Adjudicator**

Any person or body who considers that any maintained school or academy's arrangements are unlawful, or not compliant with the School Admissions Code or relevant law relating to admissions, can make an objection to the Schools Adjudicator. Further information on how to make an objection and the deadlines that apply can be obtained from the Office of the Schools Adjudicator.