



Springfield Primary School Admissions Policy

Date agreed by Governors: May 2018
Date for renewal: Autumn 2019

Academic Year – 2019 – 2020

The school has an agreed admission number of 72 children for entry into the Reception Unit.

The Local Authority will apply the following criteria (in rank order shown) to decide the order in which places will be allocated when there are more requests from parents / carers than the number of places available.

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 computerized measuring system, with those living closer to the school receiving the higher priority. The Local Authority will measure the distance from the address point of the pupil's home to a point on the school site agreed with the governing body of the school (published in the 'Starting School' and 'School Transfer' admissions booklets). The Local Authority will not give priority within each criterion to children who meet other criteria.
2. 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 place available.
3. Pupils who have a statement of Special Educational Needs or an Education Health and Care Plan are required to be admitted to the school which is named on the statement, 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 the local authority in the exercise of their social services function (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 the child of the parent/ carer's partner, and in every case 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 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 official documentation e.g. council tax bill, a recent utility bill (gas, electric or water), a rental agreement, child benefit annual statement or family tax credit information.