



# ST. STEPHEN'S JUNIOR SCHOOL

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## Admission Arrangements

### Admissions 2018

The admissions policy is as follows:

Boys and girls will be admitted at the age of 7 years (Year 3) without reference to ability or aptitude. The number of intended admissions for the year commencing September 2018 will be 100. (Published Admissions Number)

Where application for admission exceeds the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit.

Before the application of oversubscription criteria, children with a Statement of Special Educational Need or Education, Health and Care Plan, which names the school will be admitted. As a result of this, the published admissions number will be reduced accordingly.

#### Over Subscription Criteria

##### **1. Looked After Children/Children in Local Authority Care**

A child under the age of 18 for whom the Local Authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989)

##### **2. Sibling/Current Family Association**

Where a brother or sister is in the same school at the time of entry and the family continues to live at the same address as when the brother or sister was admitted or has moved closer to the school than when the brother or sister was offered a place, or has moved to an address that is less than 2 miles from the school. Brother or sister is defined as children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. Linked infant and junior schools are considered to be the same school for this criterion.

##### **3. Attendance at a linked school**

An admission link has been established between the Infant and Junior Schools concerned. Children attending St. Stephen's Infant School are given priority for admission to the Junior School.

##### **4. Medical / Health and Special Access**

Medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend St. Stephen's Junior School. Equally this priority will apply to children whose parents'/guardians', physical or mental health or social needs means that they have a demonstrable and significant need to attend St. Stephen's Junior School. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and St. Stephen's Junior School.

## **5. Nearness of children's homes**

We use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody.

A child's home address is considered to be a residential property that is the child's only or main residence (not an address at which the child may sometime stay or sleep) and which is either owned by the child's parent, parents, or guardian or leased or rented to them under a lease or written rental agreement. Where partners live apart but share responsibility for the child, and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays.

Applications for entrance into St. Stephen's Junior School should be made through Kent Primary Admissions Scheme. You will be required to complete the Junior Common Application Form (JCAF) either online through the KCC website [www.kent.gov.uk/ola](http://www.kent.gov.uk/ola) or by completing a paper form available from October 2017 at Kent primary schools or the Local Authority Admissions Office. The application process will open in early November.

Late applications will be placed on a waiting list and places allocated based on the above criteria. The school's waiting list will be re-ranked, in line with the published over subscription criteria, every time a child is added.

After a place has been offered St. Stephen's Junior School reserves the right to withdraw the place in the following circumstances:

- When a parent has failed to respond to an offer within a reasonable time; or
- When a parent has failed to notify the school of important changes to the application information; or
- The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

## **In Year Admissions:**

Pupils defined as In Year admissions, i.e. pupils who have not joined the school at the beginning of Key Stage 2, shall be subject to application of the above criteria by St. Stephen's Junior School to determine order of entry.

Parents of prospective pupils who are In Year admissions are asked to fill in a form (IYCAF provided by KCC and available from the school) and submit it to St. Stephen's Junior School.