



Harcourt Primary School
Admissions Policy 2018-19

It is the policy of Harcourt Primary School to admit pupils at the beginning of the Autumn Term regardless of ability or aptitude. Children admitted at the beginning of the Autumn Term will be either statutory school age (children who attain the age of five between 1st September and 31st December of that year), rising fives (those who attain the age of five between 1st January and 31st March of the following year), or rising rising fives (those who attain the age of five between 1st April and 31st August of the following year). Although parents may wish to defer their child's school place until the start of the term following their fifth birthday, we do have the facilities to admit these children at the beginning of the Autumn Term. Before the application of the oversubscription criteria children with an Education Health Care Plan which names the school will be admitted. As a result of this the published admissions number will be reduced accordingly. In the event of oversubscription, the Governors will allocate 30 places to children according to the following criteria:

- 1 Children in Local Authority Care – a child under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is the 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 Current family association – a brother or sister attending the school when the child starts. In this context brother or sister means 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. The siblings link is maintained as long as the family live at the same address as when the first child applied, or has moved closer to the school than when the first child was offered a place, or has moved to an address that is less than 2 miles from the school using the distance measured by the method outlined in the distance/nearness of children's homes to school criterion.
- 3 Health and Special Access Reasons – 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 a particular school. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular 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 the particular school.
- 4 Nearness of children's homes to school. 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.

- 5 The address must be the pupil's home address on the day on which the application form is completed and which is either:
- Owned by the child's parent, parents or guardian; or
 - Leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement.

If parents live separately 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 the week.

Tie-Breaker: In the event that two or more children live the same distance from the school (as measured by the local authority) and in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

Any parent whose child has been refused admission has the right to appeal against the decision.

General

After a place has been offered the 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.

The school will establish arrangements for appeals against non-admission which will include an independent element. Details of the arrangements for admissions and appeals will be published each year.

Admissions to the school will be based on the above criteria. Initially admissions in any year will be dealt with by an admissions panel consisting of Governors and teachers. Any appeals will be dealt with by the Appeals Committee.

The procedure for appeals can be obtained from the school. The Governing Body will establish arrangements for appeals against non-admission which will include an independent element.

This document will be reviewed annually in Term 6 by the Governing Body.

Ratified: 17th July 2017

Review date: July 2018