



## ADMISSIONS POLICY (2021/22)

River Mill Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Staff Responsible:	Head Teacher
Date of Review:	December 2019
Date of Next Review:	December 2020

## SUMMARY OF CHANGES

Date	Change
February 2019	Policy updated for second year of opening
	Page 4 – updated application process for Year 2 – applications dealt with by Kent Admissions
December 2019	Note included regarding the River Mill Nursery page 7  Change in admissions category order page 5
August 2021	Amendment to comply with the SAC 2021

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## **Introductory statement**

River Mill Primary School is a new primary school based on the new Northern Gateway housing development in North Dartford. River Mill provides children with exciting and inspirational opportunities through a curriculum that is built around excellence and enjoyment. Our curriculum has clear themes linked to regular trips both local and beyond, outdoor learning opportunities and our in-depth focus on science, technology, engineering and maths (STEM) subjects, along with the most up to date technology, will inspire children to achieve their best. Our children benefit from high quality sports coaches and a broad range of extra-curricular activities. Their learning is further supported through an individual iPad approach and further technology based stations across the school that will support exposure to a range of languages.

## **Admission number(s)**

The school has an admission number (PAN) of 60 for entry in year Reception.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

## **Application process**

Application for places to River Mill Primary School will be made in accordance with Kent Local Authority's co-ordinated admission arrangements and will be made on the Common Application Form (CAF), provided and administered by the Local Authority.

Students with an Education Health Care Plans (EHCP) will be admitted where River Mill Primary School is named as the appropriate school. These students will be counted against the PAN.

Offers will be made on 16 April 2021.

## **Oversubscription criteria**

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.

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

A previously looked after child means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately

following having been looked after and those children who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

2. Priority will next be given to children based on their exceptional medical or social needs or those of their parents. Each application must include evidence from a medical specialist or social worker of the child's/parent's need and why they must attend this school rather than any other, based on those needs. If evidence is not submitted to the school with the application, a child's or parent's medical or social needs cannot be considered.
3. Priority will next be given to the siblings of pupils attending the school at the time the application is received who live on the Northern Gateway Development.
4. Priority will next be given to children living on the Northern Gateway Development (See Appendix A)
5. Priority will next be given to the siblings of pupils attending the school at the time the application is received who are not living on the Northern Gateway Development.
6. Priority will next be given to the children of staff who have been recruited to fill a skills shortage area.
7. Other children

### **Tie-break**

If in categories 2-5 above a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission.

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. 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. When the distance criterion for the school is applied, these straight line measurements are used to determine how close each applicant's address is to the school.

Random allocation undertaken by the local authority will be used as a tie-break in categories 2-5 above to decide who has highest priority for admission if the distance between a child's home and the school is equidistant in any two or more cases.

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 permitted by the infant class size rules and exceed our PAN.

### **Late applications**

All applications received after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

### **Deferred entry for infants**

Parents offered a place in reception for their child have a right to defer the date their child is admitted, or to take the place up part-time, until the child reaches compulsory school age. Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made.

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 August, 31 December and 31 March.

### **Admission of children outside their normal age group**

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested. Parents should contact the Head Teacher in writing in the first instance.

When such a request is made, the academy trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the Head Teacher and any supporting evidence provided by the parent.

### **Waiting lists**

Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the first term after the beginning of the school year. This list will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

## **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact the Chief Executive Officer at the following address: River Mill Primary School, c/o Connect Schools Academy Trust, Towncourt Lane, Orpington, Kent BR5 1EL in writing within 14 days of being informed that their child has not been allocated a place. Information on the timetable for the appeals process is on our website at [www.rivermillprimaryschool.co.uk](http://www.rivermillprimaryschool.co.uk).

### **Notes:**

Home address:

The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. If the residence is not split equally between both parents then the address used will be the address where the child spends the majority of the school week.

Sibling:

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.

Medical and Social Need:

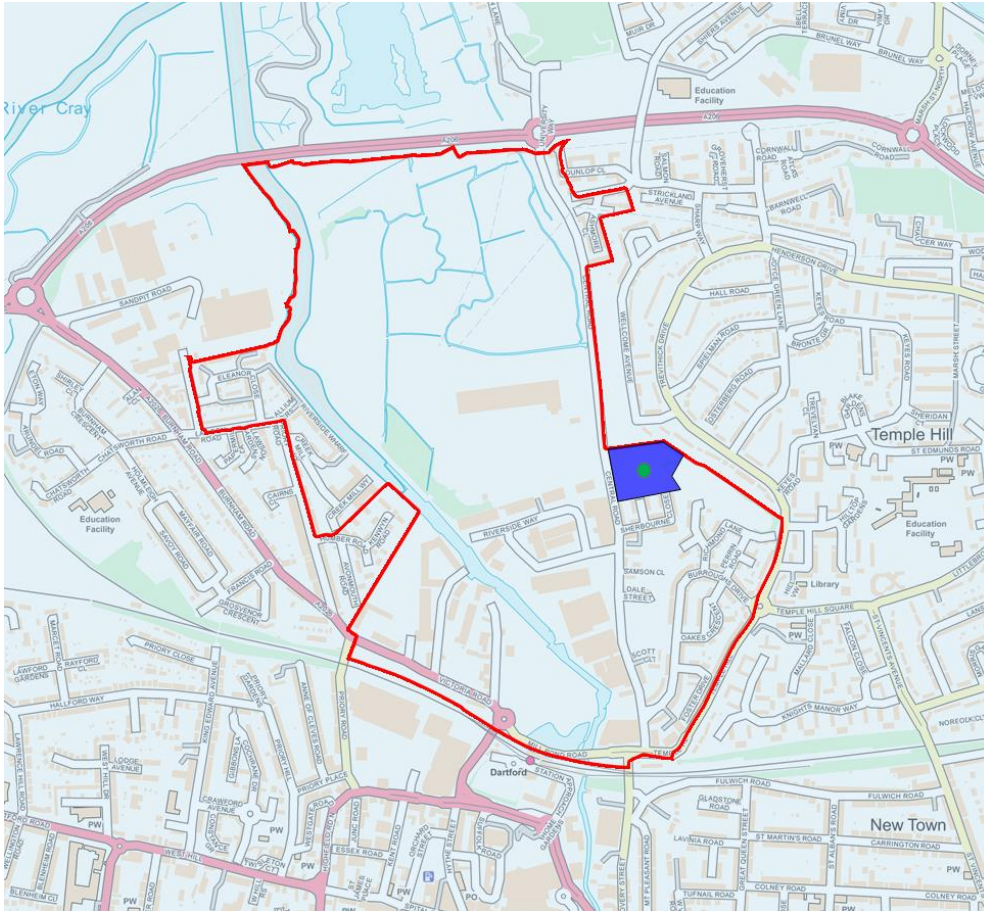
'Social need' does not include a parent's wish that a child attends the school because of a child's aptitude or ability or because their friends attend the school. 'Medical need' does not include mild medical conditions.

### **River Mill Nursery**

Parents of children who attend River Mill Nursery must apply for a Reception place in the main school through the Kent Co-ordinated Primary Admission process. Children are not automatically given a place in Reception as a result of attending the nursery. We would advise applying to the child's closest school.

## Appendix A

The map below with the lined area shows the site of the Northern Gateway development. For the avoidance of doubt, the catchment area will be to the outer edge of the red boundary line.



● Location of River Mill Primary School

□ Northern Gateway Development area