

1. Morehall Academy is currently working on the basis of a total roll limit of 210 pupils and no more than 30 pupils per class. The published admission number (PAN) is 210.

Before the application of oversubscription criteria, children with a statement of special education 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.

Where an offer has been made for Year R, the school will provide for the admission of all children in the September following their fourth birthday. Parents can choose to defer the date their child is admitted to the school until later in the school year, but not beyond the start of the term after their child reaches compulsory school age and not beyond the beginning of the final term of the school year. Where parents wish, children may attend part-time until later in the school year, but not beyond the start of the term after their child reaches compulsory school age.

2. In the event of oversubscription, pupil applications will be prioritised as follows:
 - Children of teaching staff employed in the academy for two or more years or where there is a demonstrable skill shortage;
 - Children with siblings at the academy;
 - Remaining applications.

In the event of oversubscription within any of the above criteria, priority will be determined on the basis of straight line distance from the home to the school, those living nearest having highest priority. Distances are measured from the Ordnance Survey/ Post Office address point of the school to the address point of the home.

3. All prospective parents/carers and pupils are welcome to visit the academy by appointment. The academy office should be contacted to make arrangements.
4. All parents/carers have the right to appeal. Further detailed information is available from the academy office and on our website.

Definitions

Children in Local Authority Care or Previously in local 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 ceased to be so because they became subject to an adoption, residence or special guardianship order under Part IV of the act.

Sibling

By sibling we mean:

- Children living at the same address who have one or both parents in common
- Children living at the same address who are related by a parent's marriage
- Children living at the same address whose parents are living as partners at this address
- Cousins are not included in our definition of sibling

Home address

Where a child lives part of the week with one parent/carer and part with another member of the family, the home address will be considered to be the residence where the child spends at least three nights of the school week each term time week.

Children with Statements of Special Educational Needs or an Education, Health and Care Plan (EHCP)

Children with statements of special educational needs wishing to attend the academy should ask the Local Authority to name our academy in the statement. If the school is named in the Care Plan the child will be admitted.

Waiting Lists

The academy will maintain a waiting list after the 1st September and is required to do so for the first term for Year 1. Applications for inclusion on a waiting list must be made on the academy's appropriate form and they will be ranked according to our oversubscription criteria as described above. We maintain waiting lists for all 'full' year groups.

In Year Admissions

Admissions for all other year groups will be dealt with in accordance with this policy.

Tie Breaker

In the unlikely event that two or more children 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.

Appeals

If a place at our academy is not offered, parents/carers have the right to appeal to an independent panel. Appeal papers should be obtained from and returned to the Clerk of the Appeal Panel c/o the academy. The closing date on the appeal application form must be adhered to. If you are in any doubt please contact the academy and we will send you appeal forms.

<u>Last Updated:</u>
01/02/2015
<u>Academy Trust Board Approval:</u>
11/02/2015