



HORIZON PRIMARY ACADEMY
2023 Admission Arrangements
Consultation

1. Introduction

The Kemnal Academies Trust (the “Admission Authority”) is the admission authority for Horizon Primary Academy (the “Academy”). The Admission Authority is consulting on the Academy’s proposed Admission Arrangements for 2023-2024 in accordance with paragraph 1.45 of the School Admissions Code (September 2021).

2. Duration of the Consultation

The consultation process is open from 1st December 2021 to 12 January 2022. If you wish to comment on the proposal you must submit your response in writing during this period. Details of how to submit your views are set out below (see “How to respond to the Consultation”).

Who is involved in the Consultation?

- parents of children between the ages of 2 and 18;
- other persons in the area who in the opinion of the Admission Authority have an interest in the proposal;
- all other admission authorities in the local area; and the local authority.

3. The Proposal

The Admission Authority is consulting on the Academy’s admission arrangements in accordance with the statutory duty to consult at least once every seven years even if there have been not changes during that period. All changes to the admission arrangements are necessary for clarity or to comply with the mandatory provisions of the Code. A copy of the proposed Admissions Arrangements for 2023/24 can be found [here](#).

4. How to respond to the Consultation

You are invited to send any comments in relation to the proposal in writing to Lorraine Haman via email admin@horizon-tkat.org or via post for the attention of Lorraine Harman at Horizon Primary Academy, Hilda May Avenue

Swanley, Kent BR8 7BT. Comments are not sought on any part of the arrangements where changes are not proposed.

What happens next?

Following the consultation period, the Admission Authority will consider any comments received and determine how to proceed.

The Admission Authority will determine the final Admission Arrangements for the Academy by 28th February 2022. A copy of the Admission Arrangements will be published on the Academy’s website by 15th March 2022.

Any subsequent objections to the published Admission Arrangements will need to be made to the Office of the Schools Adjudicator by 15th May 2022.



HORIZON PRIMARY ACADEMY

ADMISSIONS POLICY SEPTEMBER 2023 ENTRY

Arrangements for applications for places in Reception at Horizon Primary Academy will be made in accordance with Kent's co-ordinated admission arrangements; parents resident in Kent can apply online [here](#); parents resident in other areas must apply through their home local authority. Horizon Primary Academy will use Kent's timetable published online for these applications and Kent will make the offers of places as required by the School Admissions Code.

Published Admission Number (PAN)

Horizon Primary Academy admits 30 pupils into Reception. If there are fewer applicants than places available all applicants will be admitted. Children are admitted to the Reception Class in the school year in which they have their fifth birthday.

Special Educational Needs

Any child with an Education, Health and Care Plan that names the academy will be admitted. As a result of this, the PAN will be reduced accordingly.

5. Oversubscription Criteria

If there are more applications than places available we will apply the oversubscription criteria listed below:

1. Looked after children and previously looked after children. 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 the school. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Previously looked after children also includes those who have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Children with brothers or sisters attending Horizon Primary Academy at the time of entry. Brother or sister means children who live as a brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
3. Children with medical or social needs which make the school particularly suitable for the child. Priority will be given to those children or their parent(s)/carer(s) whose mental or physical impairment, medical needs or social needs means they have a demonstrable and significant need to attend Horizon Primary Academy. Applications for priority in this criterion will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between the applicant's (or their parent/carer's) needs and Horizon Primary Academy.
4. Distance. 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). The same



address point on the school site is used for everybody. Priority will be given to children living closest to the school.

Where a child lives normally during the school week with more than one parent at different addresses, the permanent home address for the purposes of school admissions will be the one where the child spends the majority of school nights Monday–Friday.

Tie-break

If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then random allocation will be used. This process will be supervised by somebody independent of the school.

Multiple Births

In the case of twins or other multiple births, where there is only one place available in the school, both will be considered together as one application. The school will be allowed to go above its admission number for this purpose.

Fraudulent or Misleading Applications

As an admission authority we have the right to investigate any concerns we may have about your application and to withdraw the offer of a place if we consider there is evidence that you have made a fraudulent claim or provided misleading information, for example a false address was given which denied a place to a child with a stronger claim. We reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly.

Fair Access Protocol

Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced, vulnerable children are offered a place at a suitable school as quickly as possible. The school will comply with Kent's Fair Access Protocol. This may mean admitting children above the PAN.

Deferred entry for Reception places

Parents offered a place in Reception for their child have a right to defer the date their child takes up the place, or to take the place up part-time, until the child reaches compulsory school age. Children reach compulsory school age on 31 August, 31 December or 31 March – whichever of those three dates follows (or falls on) the child's 5th birthday. Places cannot be deferred beyond the beginning of the summer term (April) of the school year for which the offer was made.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group. To do so, they should include a written request with their application, setting out the year group in which they wish their child to be allocated a place and the reasons for their request. It is important for parents to note that they will



have responsibility for providing evidence to support their request. When such a request is made, Horizon Primary Academy will make a decision on the basis of the circumstances of the case, based on their professional judgement of what is in the best interest of the child, taking account of the evidence and rationale provided by the parents.

In-year admissions

WHAT IS SAID HERE DEPENDS ON WHETHER THE LA COORDINATES THESE ADMISSIONS OR THE ACADEMY/TRUST DOES IT THEMSELVES. YOU SHOULD SET OUT:

- Applications for in year transfers at Horizon Primary Academy will be made in accordance with Kent's co-ordinated admission arrangements. Parents and carers will be required to complete an In-Year Admissions Form
- Horizon Primary Academy manages in-year admissions themselves although places are still monitored and authorised by the local authority
- The In-Year Admissions Form can be found by clicking on this link: <http://www.horizontkat.org/390/admissions>
- Parents and carers will be notified of the outcome of their admissions within 10 school days

Waiting List

Any child refused a place at the school will automatically be put on the waiting list unless a higher preference school has been offered. The school maintains waiting lists for all year groups which are updated on a regular basis.

The waiting list is maintained in the order of the oversubscription criteria. This means that names can move down the list if, e.g. someone moves into the area and is higher placed under the oversubscription criteria.

Appeals

The parents of any child refused a place at the school have a right to appeal to an independent appeal panel. The decision of the independent appeal panel is binding on all parties.