



SUNNY BANK PRIMARY SCHOOL

ADMISSIONS POLICY (statutory) for September 2023



Reviewed: January 2022

Pupils will be admitted to the school without reference to ability, aptitude or background.

The school's standard number has been 45, which means that admission for up to 45 children must be provided for each year.

Admissions to the reception classes will be during the academic year in which a child's fifth birthday falls.

Before the application of the school's oversubscription criteria (as set out below), children with a Statement of Special Educational Need or Education (SEN), Health and Care Plan (EHCP) which names Sunny Bank Primary School, will be admitted. As a result of this, the published admissions number will be reduced accordingly.

Oversubscription Criteria

Where the number of applications exceeds the number of places available, the following oversubscription criteria will be applied in the order set out here to decide which children should be admitted.

Looked After Child

Children in Local Authority Care or Previously in Local Authority Care – a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, 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).

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 organization, or any other provider of care whose sole or main purpose is to benefit society.

Sibling

Children with a sibling attending the school at the time of admission. Sibling is defined in these arrangements as children who live as brother or sister in the same house including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

Children with Exceptional Compassionate, Social, Medical/Health or Special Access Needs

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 Sunny Bank Primary 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 Sunny Bank Primary School.

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. When we apply the distance

criterion for the school, these straight-line measurements are used to determine how close each applicant's address is to the school. If two or more children in all other ways have equal eligibility for the last available place(s) at the school, and their family homes are measured as being equidistant from the school, a random draw will be made to determine which child(ren) should be offered the place(s).

The criteria above, in the order as set out, will also be applied to fill any vacancies that occur during the school year.

Where any waiting list is held, it will be re-ranked, in line with the published oversubscription criteria, every time a child is added.

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. When such a request is made, the Head 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.

Admission appeals

If we do not offer a child a place at this school, it is because to do so would prejudice the education of other children by allowing the numbers of children in the school to increase too much.

If parents wish to appeal against a decision to refuse entry, they can do so by appealing directly to the school. An independent appeals panel, set up by the Local Authority, then meets to consider all appeals by parents who have been refused a place and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that the school should admit, then the school will accept this and continue to do all it can to provide the best education for all the children at the school. An appeals form can be collected from the main school office or can be downloaded from the KCC website.

Nursery Admissions to Sunny Bank Primary School

The Nursery has 52 places and has up to 26 AM and 26 PM places (3hrs in the morning and 3 hrs in the afternoon).

Places are available for all 3 and 4-year-olds for 15 hrs a week with either AM (8.45 – 11.45) or PM (12.30 – 3.30) sessions 5 days a week or full days at 2 ½ sessions, with flexible times. If spaces are available, we offer a maximum of 4 places to children who are 2 the term before their 3rd birthday in the afternoon sessions (12.30 – 3.30), who are eligible for Free for Two funding in each funding term. If the Free for Two places are oversubscribed, places will be offered in order of date of birth (oldest children first).

For those who are eligible there is also an extended Nursery offer for up to 30hrs. The option to do full days with nursery sessions being 9.00 – 3.00.

Nursery has 3 head counts a year (September, January and April) but we accept children throughout the year, with places being offered on the child's 3rd birthday.

The school organise admissions to the nursery. Parents who require a place for their child should either contact the school office or the Nursery Manager.

Attendance at the school nursery does not guarantee a place at Sunny Bank Primary School for which a school admission form (RCAF) must be completed, as well as a Parent declaration for funding.

Details of this policy and appeal arrangements will be published annually on the school's website.

Policy Reviewed:	January 2022
Next Review:	January 2023