



Headteacher: Mr J Bassett Bsc(Hons) PGCE NPQH

Eccles Row, Eccles, Aylesford, Kent, ME20 7HS

Telephone: 01622 717337

www.st-marks-aylesford.kent.sch.uk

e-mail: office@st-marks-aylesford.kent.sch.uk

Admissions Arrangements to St Mark's (Church of England Primary) Academy for September 2026.

Planned Admission Number (PAN) into Year R remains at 20 in September 2026; the Governors do not propose any changes to the PAN and will admit pupils without reference to ability or aptitude.

Before the application of oversubscription criteria, children with a statement of special educational 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. If the number of preferences for the school is more than the number of spaces available, places will be allocated in the following priority order:

- **Children in public care**

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 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.

- **Current Family Association** - a brother or sister in the same school at the time of entry where the family continue to live at the same address as when the sibling was admitted – or – if they have moved – live within 2 miles of the school, or have moved to a property

that is nearer to the school than the previous property as defined by the 'Nearness' criterion' (below).

In this context brother or sister means children who live as brother and sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters, foster brothers or sisters.

- **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.
- **Nearness of children's homes to school** - we use the distance between the child's permanent home address (defined in KCC's annual admissions prospectus) 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 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. Where applications are made from properties or abodes that are not registered to the NLPG, including new build properties, KCC may be required to use planning sites or other relevant co-ordinates. In exceptional circumstances where alternative co-ordinates are not available, measurements will be determined by a Senior Admissions Officer and confirmed by Head of Service.

Where new build housing development requires a new school or the significant enlargement of an existing school the 'Nearness' criterion will allow for a catchment area (defined by a map) to be created for the relevant school. This will be included in the Statutory Public Notice and admissions determination and will be valid for a period not exceeding three rounds of admissions.

In the event of any of the above criteria being oversubscribed, priority will be given based on distance as described above with those closest being given higher priority. 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.

If siblings from multiple births (twins, triplets, etc) apply for a school and the school would reach its Published Admission Number (PAN) after admitting one or more, but before admitting all of those siblings, the LA will offer a place to each of the siblings, even if doing so takes the school above its PAN. If the admissions are to Year R, and so result in a breach of infant class size legislation, the additional pupil(s) will be treated as "excepted" for the time they are in an infant class or until the numbers fall back to the current infant class size limit, as defined in the School Admissions Code.

Waiting lists will be held for at least the first term of the academic year in oversubscription criteria order.

Where an offer has been made, 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.

Parents of children with summer term birthdays (1 April to 31 August) may ask to start their child in Year 1 in September 2026 but the Reception place will not be saved, parents will have to reapply for a Year 1 place.

Parents or carers of children born in summer children who would like delayed entry into reception year will need to contact the Headteacher to discuss this further.

- **Pre-Admission** - We will hold admissions meetings preceding Term 1 so that parents receive all the necessary information for their child to settle well into Year R. Parents will also have a home visit and the opportunity to attend joint sessions in Year R with the children and find out about the curriculum and how they can support learning at home. Kent County Council will allocate places to pupils according to their procedure and deadlines.
- **Appeals** - The Governing Body (The Pilgrim Multi Academy Trust) will establish an Independent Statutory Appeal Panel to hear appeals against non-admission. Appeals must be made in writing and must set out the reasons on which the appeal is made. Parents/Carers can appeal orally at any Appeal Hearing but must notify school in writing of their intention to appeal.
- **In-year (casual) admissions** - Applications for a place at the Academy must be made direct to the Academy and a casual admission application form completed. The offer of a place at the Academy will be made by the Academy on behalf of the Governors. In the event of the Governors deciding that a place cannot be offered, parents will be provided with the opportunity of placing their child's name on a waiting list. This does not prevent parents from exercising their right to appeal against the decision not to offer a place.

St Mark's Church of England Primary School is a member of

