

LONG MEAD COMMUNITY PRIMARY SCHOOL

ADMISSIONS POLICY 2019

Long Mead CP School became part of the Tonbridge Federation on 19th April 2010 and at the same time became a Foundation School. The number of registered pupils at the point of federation was 137. The following arrangements with respect to the admission of pupils to the school will be adopted.

Boys and girls will be admitted without reference to ability or aptitude in the school year during which they become five. The number of admissions for the year commencing September (PAN 30) will be 30. Admission to the reception class occurs at the beginning of the Autumn Term. Although parents may wish to defer their child's school place until the start of the term following their fifth birthday we do have facilities to admit these children at the beginning of the Autumn Term. Applications for admission must be received in line with deadlines set by the LA; and children will be 4 plus years of age on entry.

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.

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit.

1. Children 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)..

2. Sibling / Current Family Association

A brother or sister attending Long Mead CP School when the child starts; in this context brother or sister means children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. The sibling link is maintained as long as the family live at the same address as when the first child applied, or has moved closer to the school than when the first child was offered a place, or has moved to an address that is less than 2 miles from the school using the distance measured by the method outlined in the distance/nearness of children's home to school criterion.

3. Health and Special Access Reasons

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 Long Mead CP School.

4. Distance / Nearness of children's home to school

Child's home address

A child's home address is considered to be a residential property that is the child's only or main residence (not an address at which the child may sometimes stay or sleep) and which is either owned by the child's parent, parents or guardian or leased or rented to them under a lease or written rental agreement. Where partners live apart but share responsibility for the child, and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of week days.

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 (NPLG) 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 NPLG. The same address point on the school site is used for everybody, these straight line measurements are used to determine how close each applicant's address is to the school. 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 school 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.

Where applications are received after the deadline set by Kent County Council an Enquiry List will be maintained. Priority of admission will be determined by the above criteria.

In the event of a tie breaker situation the nearness of an applicant's home to school will be the decider. If in the event more than one applicant has the same distance from home to school (as measured by the local authority), then a random selection will be applied.

Waiting list 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.

Requests for admission to Reception outside of the normal age group should be made to the Headteacher of each preferred school as early as possible in the admissions round associated with that child's date of birth. This will allow the school and admissions authority sufficient time to make a decision before the closing date. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child in question. This might include medical or Educational Psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede a school's ability to agree to deferral. Parents are required to complete an application for the normal point of entry at the same time, in case their request is declined. This application can be cancelled if the school agrees to accept a deferred application for entry into Year R the following year. Deferred applications must be made via paper RCAF to the LA, with written confirmation from each named school attached. Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round, and offers will be made in accordance with each school's oversubscription criteria. Further advice is available at www.kent.gov.uk/primaryadmissions.

General

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

- i) when a parent has failed to respond to an offer within a reasonable time or
- ii) when a parent has failed to notify the school of important changes to the application information; or
- iii) the admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

The school will establish arrangements for appeals against non-admission which will include an independent element. Details of the arrangements for admissions and appeals will be published each year.

Admissions to the school will be based on the above criteria. Initially admissions in any year will be dealt with by an admissions panel consisting of Governors and teachers. Any appeals will be dealt with by the Appeals Committee.