

The Canterbury Academy Trust

Schools for all the Talents



The Canterbury Primary School admission arrangements for entrance into reception class in September 2025

Students will be admitted to the Reception Class in the September following their fourth birthday. All children are entitled to full time education from this point. This is known as the 'normal year group.'

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 its 5th birthday (compulsory school age) and not beyond the beginning of the final term of the school year. This means that summer born children born from 1st April to 31st August do not need to start school until the September after their 5th birthday, a full year after they could have started school. Where parents wish, children may attend part-time until later in the school year during the 'normal year group', but not beyond the start of the term after their child reaches compulsory school age.

Parents/guardians considering such a request should first reference the DfE parental advice [Summer born children - advice for parents \(publishing.service.gov.uk\)](https://publishing.service.gov.uk). Requests for admission to Reception outside of the normal age group should be made to the Trust Executive Principal as early as possible in the admissions round associated with that child's date of birth. This will allow the school 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 the Academy Trust'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 Academy Trust agrees to accept a deferred application for entry into Year R the following year. The school shall notify the parent/guardian of the decision in writing, explaining the reason why the request was accepted or refused. Deferred applications must be made via paper RCAF to the LA, with written confirmation from the Academy Trust 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 the Canterbury Primary School's oversubscription criteria. Further advice is available at www.kent.gov.uk/primaryadmission

The number of intended admissions for year commencing 2025 will be 60 (with an additional 4 places reserved for children with statements for entrance into the Cullum Centre Autism Spectrum Disorder special resource-based provision). Before the application of oversubscription criteria children with a statement of special educational need which names the school will be admitted. As a result of this the published admissions number will be reduced accordingly.

In the event of over subscription, the following criteria apply in the following order of priority:

- a. 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.

b. A brother or sister attending The Canterbury Academy Trust (Primary or Secondary phase) when the child starts. In this context, 'brother or sister', means a child who lives as a brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers and sisters and foster brothers and sisters.

c. Child of a permanent member of staff, providing the child lives in the same property as the member of staff. In this context child means a natural son/daughter, stepchild, adopted or fostered child. Members of staff must have been employed for two years or more at the time of application for school admissions is made and/or the member of staff is recruited to fill a vacancy or post which there is a demonstrable skills shortage. The definition does not include contract or temporary staff.

d. 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 The Canterbury Academy Trust. 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 this particular Academy Trust. 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 Canterbury Academy Trust.

e. 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. 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. A child's home 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 weekdays. A block of flats has a single address point reference, so applicants living in the same block will be regarded as living the same distance away from the Academy Trust. In the unlikely event that two or more children live in the same block or have the same distance and in all other ways have equal eligibility for the last available place at the Academy Trust, the names will be allocated a number and drawn randomly to decide which child should be given the place. An area map is available at www.canterbury.kent.sch.uk

f. The tiebreaker for all arrangements will be distance. In a tiebreaker situation, the proximity of an applicant's home to the Academy Trust will be the decider. If in the event that more than one applicant lives the same distance from home to the Academy Trust (as measured by the local authority), then a random selection will be applied.

For families of service personnel with a confirmed posting, or crown servants returning from overseas places can be allocated in advance of the family arriving in the area (as long as one is available) provided the application is accompanied by an official letter that declares a relocation date and the address that they will be living at, or some other form of evidence of their intended address.

Applications for entrance into The Canterbury Primary School should be made through Kent Primary Admissions Scheme. You will be required to complete the Reception Common Application Form (RCAF) either online through the KCC website www.kent.gov.uk/ola or by completing a paper form available at Kent primary schools or the Local Authority Admissions Office. The application closing date is TBC.

Late applications will be placed on a waiting list and places allocated based on the above criteria.

After a place has been offered, the Academy Trust reserves the right to withdraw the place in the following circumstances:

1. When a parent has failed to respond to an offer within a reasonable time.
2. When a parent has failed to notify the Academy Trust of important changes to the application information.
3. The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.