

# Admissions Policy

# 2019



## ADMISSION ARRANGEMENTS 2019

Children will enter school at the beginning of the academic year following their 4<sup>th</sup> birthday. There is only one point of planned admission, in September. Parents are notified of the exact date of entry of their child in the preceding summer term.

Although the school's Admission policy is that children enter school in the September following their fifth birthday, parents may defer taking up the school place, if they so wish, until the child reaches statutory school age at the beginning of the term following the fifth birthday. (Further information can be found in NCC Appendix on Admission arrangements for community and voluntary controlled schools: 2019-2020)

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Paragraph 2.16 on page 24 of the School Admissions Code 2014, linked to above, says that admission authorities must offer a full-time place to pupils in the September following their fourth birthdays.

However, it goes on to say that:

... the child’s parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which the child reaches compulsory school age and not beyond the beginning of the final term of the school year for which [the offer] was made.

The Department for Education (DfE) has published non-statutory advice on the admission of summer-born children. Page 4 explains that the reason behind giving parents the right to defer entry to reception is that some parents may feel their child is not ready to start school in the September following his/her fourth birthday.

[Advice on the admission of summer-born children, GOV.UK –](#)

In the previous version of the School Admissions Code, which no longer applies, paragraph 2.16 said that parents could request that their child’s entry to reception be deferred until later in the school year. Parents can request that their child takes up the place part-time until the child reaches compulsory school age within the 2019-2020 school year. For children born before 1 April, parents must ensure that they apply for a school place before the closing date of 15 January 2019 if they want their child to start in the reception class.

The parents of a summer born child (born between 1 April and 31 August) may choose not to send that child to school until the September following their fifth birthday and may request that the child is admitted out of the normal age group – to reception rather than year 1.

The 2012 document used the term ‘request’, schools had to comply with parents’ wishes to defer.

The 2014 version of the code, linked to above, removed the word ‘request’ to make this position clearer.

This decision would be without detriment if statutory school age would be in the same academic year. If deferring the take up of a place means admission in the next school year, application for that school year would need to be made in the usual way.

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The County Council, as the admission authority for community and voluntary controlled schools, is responsible for setting and applying schools’ admission arrangements. The LA’s admission arrangements and criteria are designed to ensure that there is a transparent and equitable system across the county.

**STANDARD RECEPTION CRITERIA:**  
**INFANT AND PRIMARY SCHOOLS 2019-2020**

:

1 Children looked after by a local authority and previously looked after children

2 Children who live in the catchment area at the closing date for applications and who, at the time of admission, will have a brother or sister attending the school or the linked junior/primary school. *(The County Council continues to give priority to those children living in the catchment area. Those children with a sibling attending the school at the time of admission will have a higher priority than those children without a sibling. For those children living outside the catchment area, those children with a sibling attending the school at the time of admission will have a higher priority than those children without a sibling. This reinstates the priority for out of catchment children that existed prior to September 2016.)*

3 Other children who live in the catchment area at the closing date for applications

4 Children who live outside the catchment area and who, at the time of admission, will have a brother or sister attending the school or the linked junior/primary school

5. Children who live outside the catchment area

In the event of over-subscription within any criterion, preference will normally be given to children who live nearest to the school as the crow flies. Distances are measured from the entrance to the child’s home to the nearest recognised main entrance of the school building.

The published admission number for Banks Road is 60.

**Oversubscription criteria**

Where there are more applications than places available, the oversubscription criteria are used to decide the priority of applications for school places. The first criterion represents the group of children most likely to get a place at the school. The last criterion represents the group of children least likely to get a place.

**Special Circumstances**

Consideration will be given to applicants who can establish particular medical, Special

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Educational Needs or social grounds relating to their child. Supporting written evidence from a doctor, social worker or other relevant professional must be provided at the time of application. The definition of Special Educational Needs relates to a learning difficulty which calls for special educational provision to be made for the child. Special consideration will be given to children whose mobility support needs require that they access the specialist accommodation provided by a school in a designated ‘through route’ family of schools. Each case will be determined on its merits.

All children with an education, health and care plan or statement of special education need that names the school will be admitted. These documents state the education provision required for an individual child.

**Looked after and previously looked after children**

The School Admissions Code 2014 states that all admission authorities must give highest priority to this group of children and provides the following definition: *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 in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a 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 residence order or special guardianship order). This includes children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002. Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a ‘special guardianship order’ as an order appointing one or more individuals to be a child’s special guardian (or special guardians).*

Special circumstances may take precedence over any of the numbered criteria above. The allocation of any such places will be determined by the Local Education Officer, in consultation with the Head teacher.

In the event of oversubscription in all but the first criterion, preference will be given to children who live nearest to the school as the crow flies.

**Admission to year groups other than the intake year**

Applications for admissions to other year groups will normally be considered in relation to the published admission limit which applied when the year group was first admitted to school, although infant class size restrictions will also need to be considered. If places are available within the year group, applications will be considered in accordance with the above admission criteria. If places are available,

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the child will normally be admitted to the school.

Further guidance on the way in which applications are dealt with, including

- Preferences for more than one school
- Late applications
- The way waiting lists are maintained and used can be found in Nottinghamshire County Council’s publication ‘Admissions to Schools 2019-2020’.

### **Appeals**

Appeals for admission to the school are considered by Nottinghamshire County Council, and should be made in writing to them. Consideration will be given to applicants according to the merits of each individual case.

### **Infant class sizes**

The School Admissions (Infant Class Sizes) (England) Regulations 2012 permit children to be admitted as exceptions to the infant class size limit. Section 1 of the SSFA 1998 limits the size of an infant class (that is, a class in which the majority of children will reach the age of five, six or seven during the school year) to 30 pupils per school teacher. The School Admissions Code 2014 (2.15) states that additional children **may** be admitted under limited exceptional circumstances.

These children will remain as ‘excepted pupils’ for the time they are in an infant class or until the class numbers fall back to the current infant class size limit.

For late applications for reception processed after 16 April 2019 (offer day) and before 31 August 2019 and for all in-year applications for Reception to year 2, Nottinghamshire County Council will also consider whether the limited exceptional circumstances could apply. A child who falls into any of these categories will not automatically be admitted as an excepted child.

### **Relevant legislation**

Nottinghamshire County Council complies with the regulations and legislation set out in the School Admissions Code 2014 and the School Admission Appeals Code, including:

- Equality Act 2010
- Human Rights Act 1998
- School Standards and Framework Act 1998

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**THE POLICY WILL BE REVIEWED ANNUALLY.**

DATE OF REVIEW BY GOVERNING BODY:

February 2016

March 2017

March 2018

March 2019

March 2020

This policy was reviewed and ratified by the Pupil and Personnel committee March 2019.

Signed: Chair of Governors \_\_\_\_\_

Date: \_\_\_\_\_