



## Admissions Policy 2019-2020

## **Admission arrangements for children starting school**

Admissions for children about to start school are decided by the governors of the school, but coordinated by Nottinghamshire County Council's Admissions Office – 01158041237 or [admissions.ed@nottscc.gov.uk](mailto:admissions.ed@nottscc.gov.uk)

Ernehale Junior School's published admission number per year group is 70 per year group with the exception of Y6 which is 60.

### **Admission oversubscription criteria**

In the event of over subscription, the following criteria will be applied, in priority order, to determine which applications will be granted once places have first been allocated to pupils who have a statement of special educational needs which names the school:

1. Children looked after by a local authority and previously looked after children;
2. Children currently attending Ernehale Infant School 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 infant school;
3. Other children who attend the linked infant school at the closing date for applications;
4. Children who live in the catchment area at the closing date for applications, who do not attend the linked infant school but who, at the time of admission, will have a brother or sister attending the school or the linked infant school;
5. Children who live outside the catchment area who do not attend the linked infant school but who, at the time of admission, will have a brother or sister attending the school or the linked infant school;
6. Other children who live in the catchment area at the closing date for applications and do not attend the linked infant school;
7. Children who live outside the catchment area

In the event of over subscription within all but the first criterion, preference will 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 principal entrance to the main administrative building of the school using the Nottinghamshire County Council's computerised distance measuring software. In the event of two distances being equal, random allocation will be used as tie-break. This process will be independently verified.

Where one child of a multiple birth can be admitted, the other child/children will also be admitted.

Waiting lists are held for the year 3 intake year and will be held until 31st December of the intake year.

### **Special Circumstances**

The following groups of children will be given special consideration in their application for a particular school: children whose particular medical needs, mobility support needs, special educational needs or social circumstances are supported by written evidence from a doctor, social worker or other relevant professional stating that the school is the only school which could cater for the child's particular needs. The evidence must be presented at the time of the application. The governors will consider each case on its merits and determine the allocation of any such place on the basis of the written evidence. Admission under 'special circumstances' will take precedence over all but the first of the numbered criteria.

### **In year admissions to year groups other than the intake year**

Admission into school is decided by the governors of the school, but coordinated by Nottinghamshire County Council. Applications forms can be obtained from Nottinghamshire County Council, [www.nottinghamshire.gov.uk](http://www.nottinghamshire.gov.uk) Applications for admission to year groups other than the intake year group will be considered in relation to the published admission limit which applied when the year group was first

admitted to the school, subject to class size restrictions. If places are available within the year group, the child will be admitted. If there are more applications than places available, the oversubscription criteria above will be used to determine which child can be offered a place.

The governors use the same definitions (sibling, parent, home address) as those of Nottinghamshire County Council – these are published in the “Admissions to schools: guide for parents”.

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 child arrangements 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)

Further guidance on the way in which applications are dealt with can be found in the current Nottinghamshire County Council’s “Admissions to Schools” booklet and the County Council website [www.nottscc.gov.uk](http://www.nottscc.gov.uk). This also outlines how the co-ordinated admissions scheme and late applications are processed.

#### **Admission of children outside the normal age group**

Parents may seek a place for their child outside of the normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Children should only be educated out of the normal age group in very limited circumstances.

Any parent wanting their child to be admitted out of the normal age group should submit an application to the Academy via the Local Authority as soon as is possible. When such a request is made, the Academy will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the parent, the Principal and any supporting evidence provided by the parent. The Academy is responsible, as the admissions authority, for making the decision on which year group a child should be admitted to. All such applications will be considered at the time they are submitted.

#### **Appeals**

In the event of oversubscription and applications being refused, applicants have the right to an independent appeal. Applicants wishing to appeal should contact the school within 20 school days of the refusal letter to obtain the necessary forms.

#### **Fair Access Protocol**

Ernehale Junior School participates in Nottinghamshire County Council’s Fair Access Protocol.