



## **CALMORE JUNIOR SCHOOL SCHOOL ADMISSION POLICY FOR 2019/2020**

### **Admission Criteria**

The admission arrangements are determined by the Governing Body, after statutory consultations. The Governing Body continue to adopt Hampshire County Council's policy.

This policy will apply to all admissions from 1 September 2019, including in-year admissions. It will be used during 2018/2019 for allocating places for September 2019 as part of the main admission round for Year 3.

Outside, the normal admissions round, the authority's Fair Access protocol may be applied alongside the policy to secure the admission of vulnerable pupils from specific groups.

The Governing Body will consider first all those applications received by the published deadline **of midnight on Tuesday 15 January 2019. Notifications to parents offering a junior place will be sent by the County Council on 16 April 2019.**

Late applications (i.e. those submitted after midnight 15 January 2019) will be considered after all on-time applications have been fully processed unless exceptional circumstances merit earlier consideration.

The published admission number (PAN) is 60. (reduced from 64 for 18/19)

For the normal admission round, all on time preferences will be considered simultaneously and ranked in accordance with the admission criteria. If more than one school can offer a place, the parent's highest stated preference will be allocated.

### **Pupils with an Education, Health and Care Plan**

Any child with an Education, Health and Care Plan naming the school will be admitted. Where possible such children will be admitted within the PAN.

### **Oversubscription criteria**

If the school receives more applications than places available, after the admission of pupils with an Education, Health and care Plan naming the school, places will be offered up to the PAN in the following order

1. Looked after children or children who were previously looked after. (see note i)
2. (For applications in the normal admission round only) Children or families with an exceptional medical and social need. Evidence must be provided in the form of a report from a medical specialist or social worker, of the child or family's need and why those needs make it essential that the child attends this school rather than any other. If evidence is not submitted by the application deadline, the application cannot be considered for priority under this criterion.
3. Children of staff (see note ii) who have, (1) been employed at the school for two or

more years at the time at which the application for admission to the school is made, or (2) have been recruited to fill a vacant post for which there is a demonstrable skill shortage.

4. Children living **in** the catchment area of the school (see note iii) who at the time of application have a sibling (see note iv) on the roll of this school or linked infant school, Calmore Infant School, and who will still be on roll at the time of the sibling's admission. [See 8 for additional children who may be considered under this criterion.]
5. Children living **out** of the catchment who were allocated a place at a linked infant school in the normal admission round in a previous year because the child was displaced (see note vi) from the catchment school for their address, and they remain living in the catchment area.
6. Other children living **in** the catchment area of the school.
7. Children living **out** of the catchment area of the school who at the time of application have a sibling (see note iv) on the roll of this school or its linked infant school, Calmore Infant School, [Where a sibling was allocated a place at the school or linked infant school in the normal admission round in a previous year because the child was displaced (see note v) from the catchment school for their address, the application will be considered under 4, above, subject to the siblings still living in the catchment area for the school from which they were displaced. In future normal admissions rounds a younger sibling will be considered to have been displaced where they were allocated a place at the school or linked infant school under this criterion as a consequence of their 'elder sibling' displacement and they remain living in the catchment area for the school from which they were displaced)
8. Children living **out** of the catchment area of the school who at the time of application are on the roll of a linked infant school (Calmore Infants)
9. Other children.

## Notes

(i) 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). Previously looked after children are those who were previously looked after but immediately after being looked after became subject to an adoption order, child arrangements order, or special guardianship order. An adoption order is an order under section 46 of the Adoption and Children Act 2002 or section 12 of the Adoption Act 1976. Child arrangement 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)

(ii) 'Staff' includes all those on the payroll of the school. 'Children of staff' refers to situations where the staff member is the natural parent, the legal guardian or a resident step parent.

(iii) A map of the school's catchment area can be viewed on the school's details page on the Hampshire County Council website [www.hants.gov.uk/educationandlearning/findaschool](http://www.hants.gov.uk/educationandlearning/findaschool)

(iv) Sibling refers to brother or sister, half brother or half sister, adoptive brother or adoptive sister, foster brother or sister step brother or step sister, living as one family unit at the same address. It will also be applied to situations where a full, half or adopted brother or sister are living at separate addresses. Criteria 3 & 7 include children who at the time of application have a sibling for whom the offer of a place at the preferred school has been accepted, even if the sibling is not yet attending.

(v) 'Displaced' refers to a child who was refused a place at the catchment school in the normal admissions round having named it in the application and was not offered a higher named preference school.

## **Tie Breaker**

If the school is oversubscribed from **within** any of the above categories, straight line distance will be used to prioritise applications; applicants living nearer the school have priority. Distance will be measured from the Ordnance Survey home address point to the school reception using Hampshire County Council's Geographic Information Systems (GIS). Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance. Where two or more applicants are equidistant, random allocation will be used to allocate a place. An explanation of the method of making random applications is on the council website. This method of prioritising admissions will also apply to any 'school specific' criterion unless otherwise stated in the school's prospectus.

## **Additional Information**

### **Permanent address**

The child's permanent address is where they live, normally including weekends and during school holidays as well as during the week, and should be used for the application. The permanent address of children who spend part of their week with one parent and part with the other, at different addresses, will be the address at which they spend most of their time.

### **Multiple births**

Where a twin or child from a multiple birth is admitted to school under this policy then any further twin or child of the same multiple birth will be admitted, if the parents so wish, even though this may raise the number in the year group above the school's PAN.

### **Fair Access placements by the local authority**

Outside the normal admission round it may sometimes be necessary for a pupil to be placed by the local authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with Hampshire County Council's Fair Access Protocol. The Protocol is based on legislation and government guidance.

### **Waiting list**

When all available places have been allocated, a waiting list will be operated by schools on behalf of the local authority. Any places that become available will be offered to the child at the top of the list at that time. The waiting list is ordered according to the criteria of the admission policy with no account being taken of the length of time the waiting list or any priority order expressed as part of the main admission round. Fair Access admissions and school closure arrangements will take priority over the waiting list.

The waiting list will be reviewed and revised –

- each time a child is added to, or removed from, the waiting list;
- when a child's changed circumstances will affect their priority;

At the time of receiving an application decision from the County Council or school, parents will be advised of the process for adding their child's name on a school's waiting list. Parents may keep their child's name on the waiting list of as many schools as they wish.

The waiting list will be maintained until 31 August 2019, at which point all names will be removed. Should parents wish their child to be considered for a place at the school in the following school year they should complete and submit a fresh in-year application in the August preceding the new school year. Schools will send a decision letter within the first 10 days of the new term.

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

Parents may request that their child is admitted outside their normal age group. To do so,

parents should include a request with their application, specifying why admission outside the normal age group is being requested and which year group they wish their child to be admitted. Decisions will be made based on the circumstances of the case and in the best interests of the child.

### **School Closures**

In the event of a school closure, pupils from the closing school may be given priority for any school nominated as the receiving school. Specific arrangements will be determined by the Local Authority in accordance with the School Admissions Code and will be published at the time for the specific schools affected.

### **Legislation**

This policy takes account of all Equalities legislation, together with all relevant regulations and the Schools Admission Code (DfE 2014).