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**Herne Bay Junior School**

# **Admissions Policy**

# **Admissions 2019**

**Policy Agreed: April 2018**

**Review Date: April 2019**

## **ADMISSIONS POLICY**

### **Admissions 2019**

The admissions policy is as follows:

Boys and girls will be admitted at the age of 7 years (Year 3) without reference to ability or aptitude. The number of intended admissions for the year commencing September 2019 will be 125. (Published Admissions Number)

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

**1. Statement of Special Educational Needs (SSEN) / Education, Health and Care Plan (EHCP)**

**2. Children in Local Authority Care or Previously 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. Attendance at a linked school**

Where admissions links have been established between the Infant and Junior Schools concerned. Children attending Herne Bay Infant School are given priority for admission to the Junior School

**3. Sibling/Current Family Association**

Where a brother or sister is in the same school at the time of entry and the family continues to live at the same address as when the brother or sister was admitted or has moved closer to the school than when the brother or sister was offered a place, or has moved to an address that is less than 2 miles from the school. Brother or sister is defined as 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. Linked infant and junior schools are considered to be the same school for this criterion.

**4. Medical / Health and Special Access**

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 Herne Bay Junior School. Equally this priority will apply to children whose

parents'/guardians', physical or mental health or social needs means that they have a demonstrable and significant need to attend Herne Bay Junior 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 Herne Bay Junior School.

#### **5. Nearness of children's homes**

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.

In the event that applications for admissions exceed the number of places available, the Governors Admissions Committee shall apply the above criteria. The parents of pupils who cannot be admitted will be informed by letter and they shall have the right to appeal against the decision. The appeal committee shall comprise members of the Governing Body who are not on the Admissions Committee, together with persons who are independent of the Governing Body.

#### **LATE APPLICATIONS:**

Late applications, i.e. those received by the school or Local Authority after the closing date for application will be treated as casual admissions once the admissions round is closed.

#### **CASUAL ADMISSIONS:**

Pupils defined as casual admissions, i.e. pupils who have not joined the school at the beginning of Key Stage 2, shall be subject to application of the above criteria by Kent County Council to determine order of entry and will be re-ranked.

Parents of prospective pupils who are casual admissions are asked to contact the school directly and follow the schools admission procedure for entry.

The Governors shall meet at the start of the Autumn term and set the number of intended admissions to any age group. (This number will be no lower than the Planned Admissions Number)

#### **APPLICATIONS FOR CHILDREN TO BE TAUGHT OUTSIDE THEIR EXPECTED YEAR GROUP**

Requests for admission 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 their date of birth. This will allow the school and admissions authority sufficient time to make a decision before the closing date.

**February 2019** – Proposed admissions arrangements to be submitted electronically to the LA for publication on Kent Trust Web.

**February 2019** – Proposed admissions arrangements open for review and comment by all parties.

**March 2019** – Closing date of consultation period and submission of responses addressed to Mrs Paula Amos in the office.

**March 2019** – Governing Bodies meet to discuss responses received and finalise determined arrangements.

**April 2019** – Final determined arrangements to be submitted to the LA for publication on Kent Trust Web.

**April 2019** – Final determined arrangement to be submitted to the Secretary of State.