



# Whitehill Primary School

## POLICIES AND PROCEDURES

### ADMISSIONS ARRANGEMENTS 2022-2023

Date Policy Originated/ Amended	Date Policy Approved by WPS Governing Body	Signature
January 2021	January 2021	Adam Lowing
February 2021	March 2021	Adam Lowing

For review by Headteacher

Next review due: January 2022

## Admissions Arrangements for Entry to Reception in September 2022

These are the published admissions arrangements for entry into Whitehill Primary School & Nursery Reception in September 2022. In accordance with mandatory provisions of the School Admissions Code 2012, these arrangements may not be varied except in circumstances identified in paragraph 3.6 of the Code.

### Admission:

The Planned Admission Number (PAN) for 2022 is 90.

Before the application of the over-subscription criteria, children with a Statement of Special Educational (SSEN) or a Health and Care Plan (EHCP) that name the school will be admitted. As a result the published admission number will be reduced accordingly.

Where the number of children seeking admission exceeds the number of places available, the following criteria will be applied in the order in which they are set out.

### Deferred entry for Reception places

Parents offered a place in Reception for their child have a right to defer the date their child takes up the place, or to take the place up part-time, until the child reaches compulsory school age. Children reach compulsory school age on 31 August, 31 December or 31 March – whichever of those three dates follows (or falls on) the child's 5th birthday. Places cannot be deferred beyond the beginning of the summer term (April) of the school year for which the offer was made.

### Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group. To do so, they should include a written request with their application, setting out the year group in which they wish their child to be allocated a place and the reasons for their request. When such a request is made, the Head will make a decision on the basis of the circumstances of the case, based on their professional judgement of what is in the best interest of the child, taking account of the evidence and rationale provided by the parents.

### Over-Subscription:

1. 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. 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 eligible children whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents'/guardians' mental or physical health or social needs mean they have a demonstrable and significant need to attend a particular 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 the particular school.
3. Children who have a sibling who will be attending the School when the applicant joins. In this context, sibling refers to children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
4. Children who have a parent who is a member of staff provided that they have been employed for a

minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.

5. 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 data. 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.

In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the School, the names will be issued a number and drawn randomly to decide which child should be given the place. Children who do not secure a place may, on request, be added to the School's waiting list which will be ranked in line with the published oversubscription criteria. Parents have the right to appeal a decision not to admit their child to the School. In this instance, they should write to the Clerk to the Governors at the School indicating the grounds on which they wish to base their appeal.