

Robert Peel Primary School

Admission Policy 2025



Date policy last reviewed: November 2023

Signed by:

_____ Headteacher Date: _____

_____ Chair of Governors Date: _____

Admission number for each year group: 60

The Local Authority will apply the following criteria which is Central Bedfordshire Council's standard admission criteria (in the rank order shown) to decide the order in which places will be allocated when there are more requests from parents/carers than the number of places available:

1. All 'looked after' children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted
2. Children living in the catchment area with siblings at the school
3. Other children living in the catchment area
4. 'Very exceptional' medical grounds
5. Other children with siblings at the school
6. Any other children

Notes:

Pupils with a Statement of Special Education Needs or Education, Health and Care Plan.

In accordance with the Education Act 1996, children with a Statement of SEN or Education, Health and Care Plan are required to be admitted to the academy/school named in the Statement or Plan and will be allocated a place ahead of those without a Statement of Special Education Needs or Education, Health and Care Plan in the allocation process. Thereafter the admissions criteria for each academy/school will apply to those children without a Statement of Special Education Needs or Education, Health and Care Plan. After allocations have been made, if an application is made late or is received as part of the in-year process, pupils who have a Statement of Special Educational Needs or Education, Health and Care Plan are required to be admitted to the school which is named on the statement or Plan, even if the school is full.

Fair Access Protocol

All Local Authorities must have a Fair Access Protocol which operates outside of the arrangements of co-ordinated admissions (i.e. those children being admitted to the point of entry at an academy/school) to ensure unplaced children, especially the most vulnerable are offered a suitable school place. Pupils identified for admission through the Fair Access Protocol will be admitted even if the school is full.

Admissions Criteria

The admissions criteria will be applied separately and sequentially until all places are filled. Priority is not given within each criterion to children who meet other criteria. The distance criterion will be used as a tiebreaker in each criterion where required to determine the allocation of places. In the event of (a) two or more children living at the same address point (e.g. children resident in a block of flats) or (b) two addresses measuring the same distance from the school, the ultimate tie-breaker will be random selection, using the Tribal Admissions database to allocate the place.

The Local Authority will normally offer a place at the catchment area school if parents apply for a place at that school during the normal admissions round. If a pupil moves into the catchment area outside the normal admissions round (or after the allocation process has been completed) it may be more difficult to offer a place at the catchment area school if this would mean exceeding the admission

number of the school. In this case, a place will normally be offered at the next nearest maintained school which caters for pupils of the same age and has places available.

Parents must apply to the Local Authority in which they live. Parents living in Central Bedfordshire or Bedford Borough can apply using the online application system for the Local Authority in which they live. When completed, the form must be returned by the specified date.

The allocation of places will take place after this deadline and parents will be notified on the national offer day in April, by their home Local Authority of whether their applications have been successful. Parents, who make applications after the official deadline, even if they live in, or move into one of the catchment area will not be entitled to automatic places if this would mean exceeding the Published Admission Number.

Whilst admission will normally be into Reception, children may be admitted to Years 1 to 6 where there are vacancies (i.e. less than 60 on roll in the year group concerned). In respect of in-year admissions, parents are required to apply to the Local Authority. The set criteria will apply in these circumstances. Requests for admission into other year groups should be made to the Local Authority.

Definitions of Admissions Criteria:

'Looked after' children

A 'looked after' child is a child in the care of a local authority as defined by Section 22 of the Children Act 1989. Children who appear to the Local Authority to have been in state care outside of England and have ceased to be in state care as a result of being adopted. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

Previously 'looked after' children

A previously 'looked after' child is a child who was 'looked after', but ceased to be so because they were adopted or became subject to a residence order or a special guardianship order.

Catchment Area

A catchment area is a geographical area from which children are given priority for admission to the particular school. Please see www.centralbedfordshire.gov.uk/admissions for more information on school catchment areas.

Sibling

A sibling refers to a brother or sister, half brother or sister, step brother or sister, adopted brother or sister or fostered brother or sister where foster care has been arranged by a Local Authority or the child of the parent / carer's partner, and in every case, the child should be living at the same address. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

Children who live nearest to the school determined by straight line distance from the school site to the pupil's home address

The distance the pupil lives from the school which is measured in a straight line, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. The Local Authority will measure the distance from the address point of the pupil's home to a point on the school site agreed with the governing body of the school.