



# Benington C of E Primary School

## ADMISSIONS POLICY

Written	Reviewed	Next Review Date	Author	Adopted by Governors	Sub-Policies
Oct 2009	March 2020	March 2021	Barbara Swann		

### **Benington Primary School follows the county admission rules for Voluntary Controlled Schools for Primary School Entry 2019-20**

#### **How are Places Offered?**

Many schools have more applications than there are places available. To decide which children to offer places to, a set of admission criteria is used.

Admission criteria are "rules" decided by admission authorities to prioritise applications when their schools have more applications than places available (oversubscribed).

**For community and voluntary controlled schools** the admission authority is the local authority in which the school is located. The admission authority for Hertfordshire community and voluntary controlled schools is Hertfordshire County Council.

Places at all community and voluntary controlled schools are allocated in accordance with the criteria set out below.

#### **Criteria for community and voluntary controlled schools**

***Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a statement of special educational needs that names the school.***

## **Rule 1 – children looked after**

Children looked after by the local authority, including children who were previously looked after but were then adopted (or became subject to a child arrangements order or a special guardianship order).

Adopted children must have been previously looked after by an English or Welsh local authority.

Children who were not looked after immediately before being adopted, or made the subject of a child arrangement order or special guardianship order, will not be prioritised under this rule.

### **Evidence needed (Rule 1)**

Include a letter or document from your child's social worker, advisory teacher or other professional as evidence.

## **Rule 2 – medical or social needs**

Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.

All Hertfordshire schools can support children with a wide range of additional needs and are expected to accommodate severe medical needs.

An application made under Rule 2 should clearly demonstrate why the school applied for is the only one that can meet your child's need in a way that no other school can.

### **Evidence needed (Rule 2)**

Recent independent objective evidence, for example from a doctor, psychologist, social worker or other professional involved with your child.

Professional evidence that outlines exceptional family circumstances making clear why only one school can meet your child's needs.

If the requested school is not the nearest school to your child's home address, give specific reasons why closer schools will not meet your child's needs.

Evidence must relate specifically to the school being applied for under Rule 2.

## **Rule 3 – linked school**

In the case of junior schools, children who attend the linked infant school at the time of their application.

This rule is only relevant if you're applying for a place at a junior school and your child is currently in Year 2 of the linked infant school.

If your child is currently attending a community or voluntary controlled infant school with a linked junior school, you will qualify under Rule 3.

## **Rule 4 – siblings**

Children who have a sibling on the roll of the school (or linked school) at the time of application.

This applies to:

- infant, junior and primary schools – Reception to Year 5
- first schools – Reception to Year 3
- middle schools – Year 5 to Year 7.

## "Sibling" includes:

- brother or sister
- half brother or sister
- adopted brother or sister
- child of the parent / carer or partner
- children looked after or previously looked after. This doesn't include children temporarily living in the same house. For example, a looked after child in a short term foster or bridging placement.

In every case, the sibling must be living permanently in the same family home (at least Monday to Friday).

A sibling must be on the roll of the named school or linked school, or have been offered and accepted a place, at the school at the time of application (and when child starts).

## Rule 5 – child's nearest school

Children for whom it is their nearest community or voluntary controlled school, or school / academy using our admission rules and / or definition of "nearest". This can include schools outside Hertfordshire.

If you don't include your nearest school in your school preferences then you won't be considered under Rule 5.

### ***How we measure distances***

We measure distances using a computerised mapping system to 2 decimal places. The measurement is taken from the AddressBase Premium address point of your child's house to the address point of the school.

AddressBase Premium data is a nationally recognised method of identifying the location of schools and individual residences.

**It doesn't take into account the actual or expected route a child will travel to school.**

## Rule 6 – children living closest to school (distance)

Children who live closest to the school are given priority. Children not considered under Rule 5 will be considered under Rule 6).

# Tiebreak

Admission rules are applied in order. If more children qualify for a school place under a particular rule than there are places available, a tiebreak will be used. That means the next rule will be applied to those children. If more children qualify under Rule 6 than there are places available, priority will be given to those who live nearest to the school.

A tiebreak will also be used if 2 applications have addresses that measure the same distance from a school.

For example, if 2 applications had identical home to school distance measurements, a random tiebreak would be used to decide which applicant is offered a place.

Every applicant is given a unique random number for each of their school preferences. When a random tiebreak is needed, this random number is used to allocate the place – the lowest number is given priority.

If 2 applications were received from the same block of flats, the applicant with the lower door number would be classed as nearest and offered a place because they are likely to be closer to the ground floor and, therefore, the school.

This tiebreak method is used for all schools that we manage admissions for.

## **Fair Access**

Community and voluntary controlled schools will admit children under the Fair Access Protocol before those on continuing interest, and over the Published Admission Number (PAN) if required

**Please visit Herts County Council Website for more information**

[www.hertfordshire.gov.uk/services/schools-and-education/school-admissions](http://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions)