



# Tredington Primary School

## ADMISSIONS POLICY 2022/23

Consultation Period:

**Ends 31<sup>st</sup> January 2021**

# TREDINGTON PRIMARY SCHOOL ADMISSIONS POLICY

## ENTRY IN 2022/23

### **Introductory statement:**

Tredington Primary School is an inclusive school within the Gloucestershire Learning Alliance (GLA). The Gloucestershire Learning Alliance Trustees are committed to ensure that the reception admissions to the Academy reflect the full range of ability. The admission arrangements described in this document will apply to admissions in September 2022.

Admissions to Tredington Primary School will be co-ordinated through Gloucestershire Local Authority's Co-ordinated Scheme and its timetable. Parents will need to apply for a place in the Reception class of the Academy on the Common Application Form if they wish their child to be considered for a place. The Academy will admit 15 children to the Primary Phase. Where the number of applications is greater than the published admission number the oversubscription criteria will be applied.

### **Admission number(s):**

The school has an admission number of 15 for entry in year reception.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

### **Application process:**

Applications for this school should be sent to the Coordinated Admissions Team at the following address [school.admissions@gloucestershire.gov.uk](mailto:school.admissions@gloucestershire.gov.uk)

The closing date for applications is 15/01/2022.

Offers will be made on 18/04/2022.

The application form can be obtained from <https://www.gloucestershire.gov.uk/education-and-learning/school-admissions/apply-for-a-primary-or-infant-school-place>

### **Oversubscription criteria:**

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.<sup>1</sup>
2. Children with a sibling attending the Academy at the time of application. For this purpose, sibling refers to a natural brother or sister, half brother or sister, legally adopted brother or sister, a step brother or sister, or other child living in the same

household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.

3. Children for whom only one particular school is appropriate due to an exceptional medical condition (to be supported by a written statement from the child's doctor that demonstrates a very specific connection between their medical need and the facilities or resources of this school).
4. Children with the strongest geographical claim, measured in a straight line from the ordnance survey address point of the child's home address\* (including flats) to the ordnance survey address point of the Academy, using the Local Authority's computerised measuring system, with those living closer to the Academy receiving the higher priority.

### **Tie-break:**

If the school becomes oversubscribed within criteria two or three above, a distance tie-break will apply. Those living closest to the school being given priority for admission.

If two children live exactly the same distance from the school random allocation undertaken by someone unconnected to the School Trust will be used as a final tie-break to decide who will be admitted.

### **Multiple Births:**

If two or more children of multiple birth (twins, triplets etc.) from the same family are tied for the final place, we will admit them all, as permitted by the infant class size rules and exceed our PAN.

### **Service Family Arrangements:**

Tredington Primary School recognises the unique challenges associated with children of UK service personnel and other Crown Servants and follows the Gloucestershire County Councils protocols in this instance.

### **Summer Born Children:**

Due to the changes within the School Admission Code 2014, it is now possible to request a deferred entry for children born after 1st April. Parents must still apply for a place in the child's correct admission year however, in exceptional circumstances, can then apply to both the school and the local authority to defer entry to the following year. Agreement must be reached by all parties before a deferred entry can be approved and then the normal admission processes will be applied in the following year.

Full details can be found in the GCC Guidance booklet  
<http://www.gloucestershire.gov.uk/schooladmissions>

### **Late Applications:**

All applications received by the LA after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

## **Deferred Entry for Infants:**

For any child that is not yet five years old, parents offered a place in reception for their child have a right to defer the date their child is admitted or to take the place up part-time, until the child reaches compulsory school age. Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made.

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31<sup>st</sup> August, 31<sup>st</sup> December and 31<sup>st</sup> March.

## **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 to the school, specifying why admission out of normal year group is being requested and the year group in which they wish their child to be allocated a place.

When such a request is made, the school trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the head teacher and any supporting evidence provided by the parent.

## **Waiting list:**

The school will operate a waiting list for each year group. Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. This will be maintained by the school and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

## **Appeals:**

Parents who are not offered a place for their child have the right to appeal to an independent appeals panel. Parents wishing to appeal should obtain an appeal form from the school. The form should be sent to The Admissions Administrator, Tredington Primary School, Tredington, Tewkesbury, GL20 7BU or [admin@tredington.gloucs.sch.uk](mailto:admin@tredington.gloucs.sch.uk). The independent appeals panels are run by the Local Authority (Democratic Services Team) and the appeal should be heard within 30 school days. Parents/Carers will be contacted directly by the Local Authority with the panel date and relevant information. Decisions will be made by the panel following the appeal and parents/carers informed of the decision (usually within 5 working days). Should an appeal be unsuccessful, the School will not consider further appeals within the same academic year, unless there have been significant or material changes in the child's circumstances.

## **Tredington Teddies:**

Whilst located on our site, Tredington Teddies is an independent nursery. Attendance of a child to Tredington Teddies does not automatically guarantee that a place will be offered at

Tredington Primary School. Parents of children who attend Tredington Teddies must follow the admissions process as detailed above.

## **Notes:**

### **\*Home address:**

The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. If the residence is not split equally between both parents then the address used will be the address where the child spends the majority of the school week.

### **Sibling:**

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.

### **Looked after child:**

1. A 'looked after child' is a child who is (a) in the care of the 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) at the time of making an application to a school. In Gloucestershire, such children are referred to as Children in Care.
2. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders).
3. Under the provisions of s.12 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangement orders.
4. See section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).