




BRENZETT CHURCH OF ENGLAND PRIMARY SCHOOL



Name of Policy:	Admissions Policy – 2023/2024	
Date Written:	January 2021	
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Updated By Who:	SLT	
Policy Originated from:	Brenzett CEP	
Date To Be Reviewed:	January 2025	
Policy Approved By:	SLT:	
	Staff:	
	Governors:	

Our Vision Statement:

Through belonging, everyone flourishes in a purposeful, nurturing and inspiring learning environment that puts community and family at the heart of everything we do. All are seen as unique individuals, valued and precious in the eyes of Christ, who are aspirational champions of their own success, working together to succeed.

Brenzett Values Statement:

Luke 15:4-7

“Suppose one of you has a hundred sheep and loses one of them. Doesn’t he leave the ninety-nine in the open country and go after the lost sheep until he finds it? ⁵ And when he finds it, he joyfully puts it on his shoulders ⁶ and goes home. Then he calls his friends and neighbors together and says, ‘Rejoice with me; I have found my lost sheep.’ ⁷ I tell you that in the same way there will be more rejoicing in heaven over one sinner who repents than over ninety-nine righteous persons who do not need to repent.

Our Key Christian Values are:

- Community
- Compassion
- Friendship
- Forgiveness
- Respect
- Trust

Statement of Intent

'Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish level and the Diocese of Canterbury.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers all pupils.'

Inclusion and Equal Opportunities

This policy should be read while referencing our school's Single Equality Scheme. All children have equal access to the curriculum regardless of their race, gender, or disability. Our behaviour policy underpins all that we do at Brenzett and should be closely linked to our other policies.

Introduction

Brenzett CE Primary School became a member of Aquila the Diocese of Canterbury Multi Academies Trust on the 1st November 2015. Our ethos is shown on page 1 of this policy.

As an Academy, we are responsible for our admissions and can set our oversubscription criteria as a result. Our Published Admissions Number (PAN) for Year R is 20 children. After consultation there is a section regarding children of staff employed by the Academy.

Before the application of oversubscription criteria, children with a statement of special educational need or Education, Health and Care Plan, which names the Academy will be admitted. As a result of this, the published admissions number will be reduced accordingly.

Oversubscription Criteria

If the number of preferences for the academy is more than the number of spaces available, places will be allocated in the following priority order:

- 1. Children in Local Authority Care or Previously in Local Authority Care Children, Children in Local Authority Care or Previously in Local Authority Care Children** 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).
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. Current Family Association** - a brother or sister in the academy at the time of entry where the family continue to live at the same address as when the sibling was admitted – or – if they have moved – live within 2 miles of the Academy, or have moved to a property that is nearer to the Academy than the previous property as defined by the 'Nearness' criterion' (below).
In this context brother or sister means children who live as brother and sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters, foster brothers or sisters.
- 3. School Staff Association –**

Children of staff who have been employed by Brenzett CEP School for a period of no less than two years.

Children of a member of staff who is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Priority will be given to applicants where the parent with whom the child normally resides, works at the school. The parent must have been employed at the school for two or more years at the time at which the application is made, the length of time being assessed from the closing date for applications, and/or have been recruited to fill a vacant post for which there is a demonstrable skill shortage. Once a Waiting List has been established the child's position on the list will be adjusted, once a member of staff, who had not previously met the two year employment threshold, has worked at the school for two years

4. **Health and Special Access Reasons** – Medical, health, social and special access reasons will be applied in accordance with the Academies 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 a particular school/academy. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular school/academy. 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/academy.

5. **Nearness of children's homes to the academy** - 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 of any of the above criteria being oversubscribed, priority will be given based on distance as described above with those closest being given higher priority. In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the academy, the names will be issued a number and drawn randomly to decide which child should be given the place.

Requests for admission outside of the normal age group

In special circumstances, and in accordance with the Department for Education's School Admissions Code, parents may seek a place for their child outside of their normal age group - for example, if the child is gifted and talented, or has experienced problems such as ill health.

Such requests should be discussed with the Headteacher as early as possible in the admissions round associated with that child's date of birth. This will allow the Academy sufficient time to make a decision regarding the request before the closing date for applications and national offer day. Decisions to admit a pupil outside of their normal age group will be based on the circumstances of each case and based on what is in the best interests of the child concerned. We may request supporting professional evidence to assist in the decision-making. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional. However, failure to provide this may impede our ability to make an informed decision.

If the request is agreed, the application will be considered for the year group sought and ranked alongside any and all other applications. There is no guarantee that a place will be offered at this stage. Parents

should complete an application for the usual point of entry at the same time, in case their request is declined, or they do not receive a place in the year group requested. This application can be cancelled if the academy agrees to accept an application for entry into a different year group. Applications must be made via paper Common Application Form to the Local Authority, with written confirmation from the Academy attached. Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round, and offers will be made in accordance with the oversubscription criteria specified for that round.

Where a child has been educated out of their normal age group, it is important for the parent to consider that this is not binding when they transfer to secondary or any other school/academy. It will be for the admission authority of that school/academy to decide whether to admit the child out of their normal age group.

Additional Information

The Academy will follow the Local Authority procedures relating to waiting lists, appeals, and late applications, further details are available on the Local Authority website www.kent.gov.uk where parents can access the 'Admission to Primary Schools in Kent' booklet.

Waiting list will be held in oversubscription criteria order.

In accordance with the requirements of the School Standards and Framework Act 1998, the Governors will make arrangements for parents to appeal against the refusal of the Governors to offer a place for their child in the school. Details of the procedure will be supplied by the Headteacher on request. This right does not apply if your child is refused admission for a place in a year group which is outside their normal age appropriate group.

This policy will be reviewed **annually**, and we will enter a formal consultation should changes to the oversubscription criteria be deemed necessary.

Appendix 1 – Map of the Designated Area

