



# East Bridgford St. Peter's Church of England Academy

(Part of The Aspire Multi-Academy Trust)

*'Together in Achievement'*

Head Teacher: Richard Tomlinson

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## Admissions Policy for the School Year 2027 - 2028

### Application for Places

Our Academy Catchment Area serves the villages of East Bridgford, Newton and Kneeton. You can check your catchment area by visiting [www.nottinghamshire.gov.uk/findmynearest](http://www.nottinghamshire.gov.uk/findmynearest). However, in the event of under-subscription from our Catchment Area, we also welcome out of catchment applications. Our Published Admission Number (P.A.N.) is 42. East Bridgford St. Peter's is also part of The Aspire Multi-Academy Trust.

N.B. As of 1st September 2021, a new statutory change involving children who were Internationally Adopted Previously Looked After Children but outside of England (IAPLAC – see definition below). This is a governmental change and does not need to be consulted upon.

### Visits welcome

The opportunity to visit St. Peter's and sense the extremely positive and vibrant atmosphere is always available. To arrange a visit, simply ring the School Office on 01949 20226 to make an appointment. You may also wish to visit our website:

[www.eastbridfordstpeters.co.uk](http://www.eastbridfordstpeters.co.uk)

### Application for First Admission Places in Primary Education

If your child lives in Nottinghamshire and you require a primary school place, you must apply for a school place through Nottinghamshire County Council <https://www.nottinghamshire.gov.uk/education/school-admissions/hub>. Applications for first admission places must be made to the child's home Local Authority by the national closing date.

Children will be admitted to our Foundation Stage (Reception) in the September following their fourth birthday i.e. children who will reach their 5<sup>th</sup> birthday between 1<sup>st</sup> September 2027 and 31<sup>st</sup> August 2028. Parents can request that the date their child is admitted to the school is deferred until later in the school year or until their child reaches compulsory school age in that year (School Admissions Code 2021) or parents can request that their child attends part time until their child reaches compulsory school age (Admissions Code 2021). Children must be attending school no later than the term after they are 5 years old. Parents who choose to defer their child's admission until the term after their fifth birthday remain entitled to the place offered in the same admissions round; they are not required to reapply.

Pupils who have an Education and Health Care Plan, where East Bridgford St. Peter's is named in the Plan, will be admitted.

### Admissions Criteria

In the event of over subscription, the following criteria will be applied, in priority order, to determine which application will be granted, after those children with an Education Health Care Plan, which names the school, have been allocated:-

1. Children who are or have previously been looked after or Internationally Adopted Previously Looked After Children (IAPLAC) (see Appendix for definition).
2. Children who live in the catchment area at the time of application and have a sibling already attending East Bridgford St. Peter's. This is not guaranteed.
3. Children who live in catchment.

4. Children who live outside the catchment area at the time of application and have a sibling who is already on the school roll at East Bridgford St. Peter's.
5. Children whose parent(s) are involved in a Church (within 'Churches Together in Britain') and are regular Church worshippers or involved in the life and work of the Church of England, as attested to by the 'Minister' (e.g. Vicar/Priest in Charge), in writing.
6. Children who live outside the Catchment Area without siblings on roll at East Bridgford St Peter's at the time of application (allocated in terms of distance, nearest to the school first).

In the event that two applications cannot be separated (two distances being equal), Nottinghamshire County Council measures to the next decimal point. If the measurements remain equal, for example children living in the same block of flats, lots will be drawn, and the process will be independently verified.

### **Outside Catchment (additional information)**

If places remain after applicants from the catchment area have been accommodated, places will be allocated as follows:-

- In the event of over-subscription in any criterion, where all applications are deemed equal, preference will be given to the child living nearest to the school 'as the crow flies'. Distances are measured from the main administrative point at the school campus to an address point (using eastings and northings as defined by Ordnance Survey) to the child's home using the local authority's computerised distance measuring software.
- Definition of regular worshippers means parents/ carers who have attended worship at least one Sunday a month over the previous year.
- Definition of 'involved in the life and work of' means parents/ carers means demonstrable specific involvement in the Church, apart from regular worship throughout at least the previous year.

Church based application – You must provide a statement to confirm Church involvement, which would normally be written by the relevant 'Minister' (e.g. Vicar, Priest in Charge etc.).

### **Late Applications**

Late applications (those received after the closing date) will be processed in line with the co-ordinated scheme.

### **Special circumstances**

Consideration will be given to applicants who may establish at the time of application medical, special educational or social needs with supporting evidence from a relevant professional. The evidence must be presented at the time of application. Each case will be judged on its merits and the admission authority (Aspire Multi-Academy Trust) may accord a higher priority to the applicant.

The allocation of any such place will be determined by comparing the written evidence presented along with the capacity for the school for the identified needs. In order to make an assessment of the case, reference may be made to local head teachers and other relevant professionals. Cases agreed under 'special circumstances' will take precedence over criteria 2 to 6 above.

### **Multiple births**

Where a child of a multiple birth can be admitted, the other child/children will also be admitted, in and outside the normal admissions round.

### **Waiting list**

A waiting list of unsuccessful applicants will be held until 31<sup>st</sup> December and then discarded. If places become available before then, offers will be made strictly in accordance with the order of priority listed above. Places on a waiting list can go up or down depending on applications received. Each time a child is added to the school's waiting list, the list

will be ranked again in line with the published oversubscription criteria. After 31<sup>st</sup> December, parents can make a repeat application through the same route as given above -

<https://www.nottinghamshire.gov.uk/education/school-admissions/hub>

### **Right of Appeal**

If a place is not offered, parents have the right of appeal. Such appeals against refusal of a school place, will be heard by an Independent Appeals Panel formed by the admissions authority in accordance with the DfE School Admissions Appeals Code. The deadline for lodging appeals allows appellants at least 20 school days from the date of notification that their application was unsuccessful to prepare and lodge their written appeal. If parents wish to lodge an appeal, details of the appeals process will be made available to all unsuccessful applicants at the time of refusal.

### **Fair Access Protocol**

St. Peter's participates in the LAs Fair Access Protocol as deemed reasonable (see NCC website for further information)

### **In Year Applications for Children other than into Reception (Foundation Stage 2)**

We welcome applications for children to join us, either in September or any time during the School Year, who are older than initial school entry age (i.e. requesting entry into Years' 1 to 6). In the event of over subscription, the above criteria still apply.

Please contact the School Office (01949 20226) if you require any clarification on this or any other matter or would like to visit the academy before submitting an application.

The Academy participates in the Nottinghamshire County Council's Fair Access Policy and also participates in Nottinghamshire County Council's in-year coordinated scheme. Full details are available at

<https://www.nottinghamshire.gov.uk/education/school-admissions/changing-school>

<https://www.nottinghamshire.gov.uk/education/school-admissions/hub>

### **Children outside the normal age range (including Summer born children)**

Parents may seek a place for their child outside of the normal age group in exceptional circumstances. In addition, the parents of a summer born child (1<sup>st</sup> April-31<sup>st</sup> August) may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than Year 1. Children should only be educated out of the normal age group in very limited circumstances.

Parents should submit a request in writing to school as early as possible. The school's Admissions Committee will make a decision based on the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, the child's medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The views of the head teacher will also be taken into account. When informing a parent of the decision on the year group to which the child should be admitted, the parent will be notified of the reasons for the decision. The school will communicate its decision to Nottinghamshire County Council who will notify the parents of the decision.

Where it is agreed that a child will be admitted out of the normal age group and, as a consequence of that decision, the child will be admitted to a relevant age group (i.e. the age group to which pupils are normally admitted to the school). The local authority and admission authority must process the application as part of the main admissions round on the basis of their determined admission arrangements only, including the application of oversubscription criteria where applicable. The parent has a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school, but it is not in their preferred age group.

## Transfer to secondary school

Where a child has been educated out of the normal age group it is the parent's responsibility to again request admission out of the normal age group when they transfer to secondary school. It will be for the admission authority of the preferred school to decide whether to admit the child out of the normal age group. The admission authority must make a decision on the basis of the circumstances of each case and in the child's best interests and will need to bear in mind the age group the child has been educated in up to that point.

## Pre-School and Early Years Opportunities

St. Peter's operates an in-school Pre-School which offers places for children from three years old (East Bridgford St. Peter's Pre-School). This provides the potential for all day provision ('wrap around care'). To find out more about this facility or arrange a visit you should ring our school office. Attendance at the early year's provision at the school does not automatically guarantee a Reception (Foundation 2) place.

**If you have any questions, queries or concerns, please do not hesitate to get in touch with us.**

## Appendix

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 in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school.

Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). This includes children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002.

Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Internationally Adopted Previously Looked After Children: To be eligible for IAPLAC priority, the child must appear (to the admission authority) to have been in state care outside of England (in the care of or accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society) and ceased to be in state care as a result of being adopted.

### Definition of a Parent

- The mother of the child.
- The father of the child where he was married to the mother either when the child was born or at a later date.
- The father of the child if (since 1st December 2003) he was registered as the father on the birth certificate.
- An adoptive parent.
- Any other person who has acquired 'parental responsibility' through the courts; evidence of this may be required.

### Definition of Siblings

- A brother or sister who shares the same parents.
- A half-brother, half-sister or legally adopted child living at the same address.
- A child looked after by a local authority placed in a foster family with other school age children.
- A stepchild or children who are not related but live as a family unit, where parents both live at the same address as the child.

### Definition of Home Address

The child's permanent place of residence at the time of application where they live and sleep for most of the school week with their parent(s) or legal guardian(s).

- If the child lives at more than one address (for example, due to shared custody arrangements), the address used for admission purposes will be the one where the child spends the majority of nights per week.

- The address must be the current, genuine, and permanent home of the child and not a temporary address used solely to secure a school place.
- Proof of address (such as council tax, tenancy agreement, or utility bills) may be required to verify residency.

### Catchment Area

<https://www.nottinghamshire.gov.uk/education/school-admissions/school-catchment-areas>

