Pierrepont Gamston Primary School (Voluntary Aided Church School)

ADMISSION ARRANGEMENTS AND OVER-SUBSCRIPTION CRITERIA
FOR THE SCHOOL YEAR 2028/2029

Introduction and General Information

The admission criteria and arrangements intend to give the fairest opportunity for local pupils to gain a place at what has become a very popular school. In accordance with The School Admissions Code 2021 the school participates in the Fair Access Protocol. Pierrepont Gamston Primary school is an own admission authority.

Admissions to all years

For admissions to any cohort in school, priority will be given to children who are 'looked after' by the local authority or who are 'previously looked after', including from outside of England. Previously looked after children, are those who were adopted immediately following having been looked after.

Children with an Education, Health and Care Plan (EHCP)

Children who have an EHCP in which this school is named will be admitted. This will reduce the number of places available to other applicants.

First admission – at the agreed date before the child's 5th birthday

Parents who wish their child to be educated at Pierrepont Gamston Primary School should apply using the home Local Authority (LA) common application form to be returned to the home LA. Should they wish to apply for a Foundation Place, a Supplementary Form should also be completed and returned direct to the School. Completed forms should be returned by the closing date of 15th January 2028.

All applications will be processed in line with the Nottinghamshire Coordinated Scheme and considered at the next meeting of the school's Governing Body and prioritised according to the published Admissions Criteria. The result of the Governors' decision will be given to the LA who will relay this to parents on the 16th April 2028, or the next working day if this falls at a weekend. Parents whose child has been offered a place will be given details of the next stage in the process. Parents whose children are not offered a place will be advised of the procedure for appealing against the decision.

Late applications will be processed in line with the Nottinghamshire Coordinated Scheme.

Admission of children below compulsory school age and deferred entry to school

Compulsory school age is the term following a child's fifth birthday. All children can start school full time in reception in the September following their fourth birthday. However, parents can request that the date their child is admitted to school is deferred until later in the school year 2028-2029, or until the term in which the child reaches compulsory school age within this year. Parents of summer born children cannot defer admission to Year R beyond the start of the summer term.

Parents can request that their child takes up the place part-time until the child reaches compulsory school age within the 2028-2029 school year. For children born before 1 April, parents must ensure that they apply for a school place before the closing date of 15 January 2028 if they want their child to start in the reception class. The parents of a summer born child (born between 1 April and 31 August) may choose not to send that child to school until the

September following their fifth birthday and may request that the child is admitted out of the normal age group – to reception rather than year 1 (parents must re-apply).

Admission of children outside the normal age group

Parents may seek a place for their child outside of the normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents considering delaying their child's admission should submit their request in writing to the Governing Body, Pierrepont Gamston Primary School. The request should be made alongside the formal application for a school place that is made to the child's home local authority by the closing date (15 January for reception age/year 3). There is no guarantee a place will be allocated. Applications will be processed in line within our oversubscription criteria.

The School as an own admission authority is responsible for making the decision about which year group a child should be admitted to and the governing body will consider the circumstances of each case, the child concerned and take account of the views of the headteacher. 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 for not being born prematurely. Parents will be notified of the reasons for any 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.

Summer born children

The parents of a summer born child (born between 1 April and 31 August) may choose not to send their child to school until the September following their fifth birthday. Typically, this means their child will start school in year 1, forfeiting reception. If a parent wishes to delay their child's admission to school until compulsory school age, and wants their child to be admitted to reception, the parent must request that the child is admitted out of the normal age group – to reception rather than year 1. The process is outlined above. Parents should discuss the request with the headteacher.

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.

Transferring from another school (Admissions outside of the normal round)

Parents should complete an application form and it should be returned to Nottinghamshire County Council as soon as possible. Information about how to apply is available at www.nottinghamshire.gov.uk/admissions. Alternatively, parents can telephone 0300 5008080 to make an application. The LA will relay to parents, in writing, the decision of the application in line with the coordinated admission scheme. Parents whose child has been offered a place will be given details of the next stage in the process. Parents whose children are not offered a place will be advised of the procedure for appealing against the decision.

Over-subscription Criteria

As a Church Aided School we have a concern, in the name of God, both to nurture Christian children in their faith, and to serve the wider community of which we are part. We aim to be distinctively Christian, but also fully inclusive. The following criteria therefore offer places to children of all faiths and of no faith, but presume a willingness on the part of parents to embrace the ethos of the school on behalf of their children.

In the event of over-subscription the following criteria will be applied in the published order, provided that the application has been received before the published closing date for applications. Any applications received after the closing date will be considered after all those that were received on time. The published admission number is 30. For applications received in respect of twins, triplets or children of other multiple births, where one child can be admitted through the normal admissions process, the other child / children will also be admitted.

In the event of over-subscription within <u>any</u> of the following criteria, priority will be given to applicants who live nearest to the school, with distances measured from the main entrance door of the child's home address to the main entrance door of the school, using the Local Authority software. All applicants will be considered in accordance with the following order of priority:

1. <u>Children looked after and previously looked after, 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</u>

Priority over places will be given to children who are 'looked after' by the Local Authority or 'previously looked after'.

> 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.
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> 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.
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> 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).

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, religious organisation or any other provider of care whose sole purpose is to benefit society.

2. <u>Foundation Places - no more than 20% (6 in total) of the total places available in any admission year</u>

For each of the following criteria preference will be given to those applicants who have expressed a wish for church school education and who can demonstrate a commitment to this. The parent will explain their commitment by completing extra questions on a supplementary application form. The parent and child(ren) must have attended a place of worship, within Churches Together in England or the Evangelical Alliance, at least monthly, on average, over two years immediately prior to the application (1st September 2026 – 1st September 2027), in order to be considered for a Foundation Place. Equal priority will also be given to those who attended other acts of worship outside of Sunday services during the same two year period. The family's church minister will be asked to confirm the frequency of attendance.

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

2.1. Places will be allocated to applicants who at the time of admission will have a brother or sister*[1] attending the school, based on the proximity of their main family home to school as assessed by the local authority.

2.2. Places will then be given to other applicants, based on the proximity of their main family home to school as assessed by the local authority.

3. <u>Community Places (all remaining places are allocated as community places)</u>

3.1. Places will be allocated to applicants who at the time of admission will have a brother or sister*[1] attending the school, based on the proximity of their main family home to school as assessed by the local authority.

3.2. Places will next be allocated to those applicants living in catchment, based on the proximity of their main family home to school as assessed by the local authority.

3.3. Places will then be given to other applicants, based on the proximity of their main family home to school as assessed by the local authority.

*[1] The term 'brother or sister' includes:

- brothers and/or sisters who share the same parents(s)
- 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.

<u>Tie Breaker</u>

In the event of a tie whereby two children are equal after all of the criteria have been applied a tie break will be applied for the remaining place. In the event of two distances being equal, lots will be drawn and verified by someone independent of the school.

<u>Special Circumstances</u>

The Governing Body will consider applications supported by written evidence from a doctor, social worker or other relevant professional stating why Pierrepont Gamston Primary School is the only school which can cater for the child's particular needs. Any evidence must be presented at the time of application.

- For information provided before the closing date for intake applications, the governing body will consider each case and decide the allocation of any such place on the basis of written evidence. Where it is agreed that Pierrepont Gamston Primary School is the only school that could meet the child's needs, the application will have priority following the allocation of looked after and previously looked after children.

- For information provided after the closing date, the governing body will consider each case. If it is agreed that Pierrepont Gamston Primary School is the only school that could meet a child's needs, the application will have priority after looked after and previously looked after children. .

Applicants whose requests for consideration under special circumstances are not accepted will be notified accordingly, and their application will continue to be processed in line with the standard admissions criteria.

<u>Appeal Arrangements</u>

Under the terms of the School Admission Appeals Code 2022 (2), parents have the right to make a formal appeal against the Governors' decision not to admit within 20 days. In order to appeal parents should complete the

Nottinghamshire County Council appeal form or complete their online form available on: https://www.nottinghamshire.gov.uk/education/school-admissions/appeal-a-school-admission-decision or submit a paperto the following address: Democratic Services, Nottinghamshire County Council, County Hall, West Bridgford, Nottingham, NG2 7QP.

Waiting Lists

Parents who are unsuccessful in their first admission application will be placed on a waiting list, and will be informed if a place subsequently becomes available.

The school maintains waiting lists for unsuccessful applicants in all other year groups. The position on a waiting list is decided by the oversubscription criteria; each child added to the list means the list will be ranked again in line with the oversubscription criteria. Parents who are unsuccessful in their application will be automatically placed on a waiting list and will be advised, on request, where their child stands in the list.

If a place becomes available, the place will be allocated at that time, to the child who has highest priority on the waiting list according to the admission oversubscription criteria. Waiting lists are held until **31 May.** Waiting lists will close on **31 May** and parents would need to make a new application for the next academic year. Parents are requested to notify the Admissions Administrator at the school if at any time they no longer wish their child to be considered for a place.

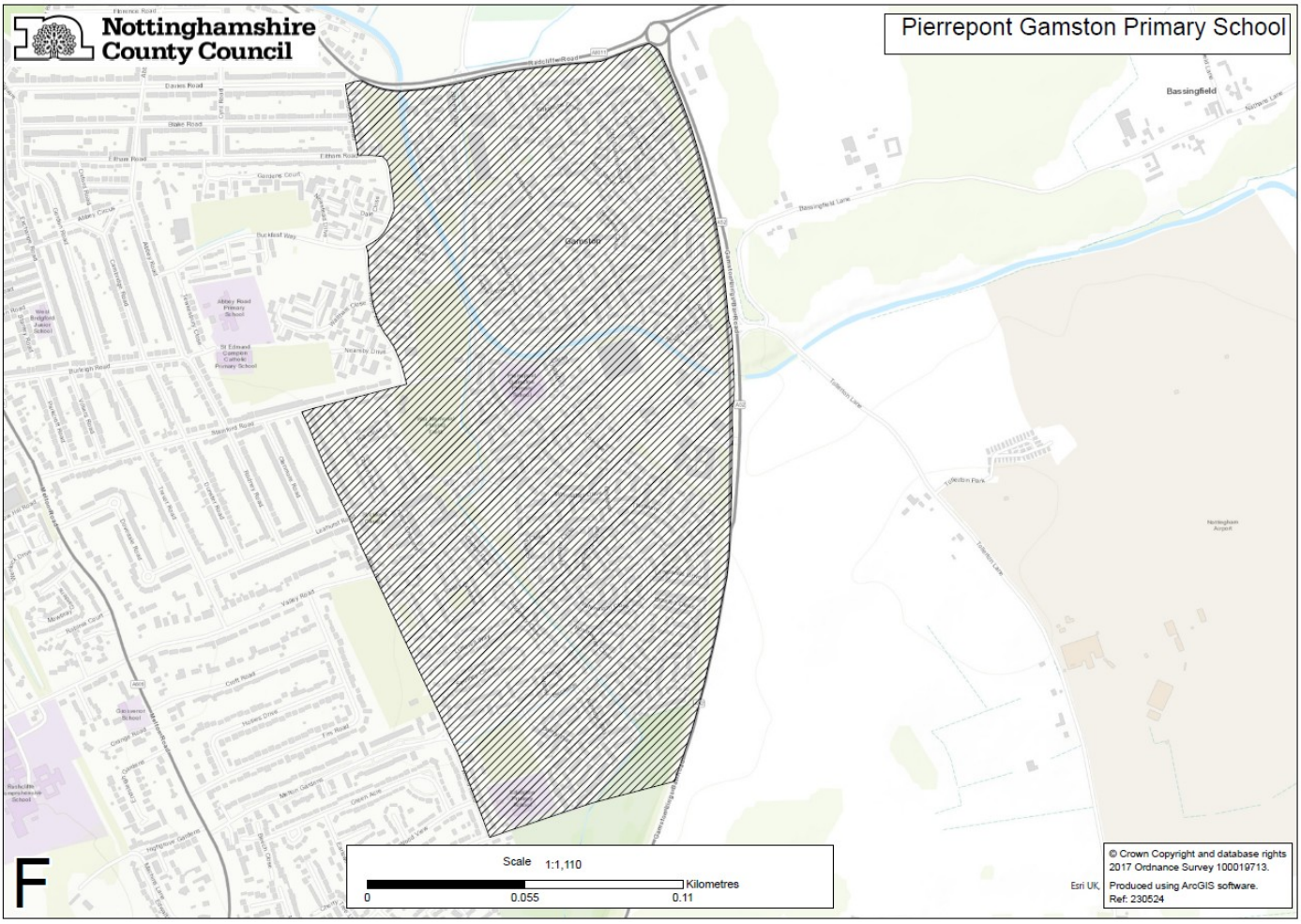
Home Address Definition

The child's place of residence is taken to be the parental home, other than in the case of children fostered by a local authority, where either the parental address or that of the foster parent may be used. If a child's parents live at separate addresses, the address where the child permanently spends at least three 'school' nights (that is, Sunday, Monday, Tuesday, Wednesday or Thursday) will be taken to be the place of residence. Addresses of other relatives or friends will not be considered as the place of residence, even if the child stays there for all or part of the week. Evidence that a child's place of residence is permanent may also be sought and this should prove that a child lived at the address at the time of the application. Informal arrangements between parents will not be taken into consideration.

In the case of families of service personnel with a confirmed posting to the area, we will use the address at which the child will live when applying the oversubscription criteria, as long as the parent provides some evidence of their intended address. A Unit or quartering address is used as the child's home address where a parent requests this and evidence, such as an official letter declaring the relocation, is received.

Parent Definition

- 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 1 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.

In all cases, those with parental responsibility must be in agreement with preferences made.

Pierrepont Gamston Catchment