

# FIRTHMOOR PRIMARY SCHOOL



## **Admissions Policy** Admission Year 2024

Date policy approved	January 2024
Review frequency	Annual
Review date	January 2025

The governing body of Firthmoor Primary is the Admissions Authority for this school. The Admissions Policy Criteria will be applied on an Equal Preference basis and works in association with the Co-ordinated Scheme for Darlington Authority. Application for places are made on the Primary School Application (PSA) available from and administered by Darlington Borough Council. To apply for a school place, visit <https://www.darlington.gov.uk/education-and-learning/school-years/admissions/>

The governing body intends to admit up to 45 pupils who are eligible to start school at the beginning of September. This number will apply to the Reception Year and to every other year group in the school.

### **Admissions over subscription criteria**

After the admission of pupils with an Education, Health and Care Plan where a school is named on the plan, the following criteria will be applied in the order in which they are set out below:

#### **Priority 1 – Children in Our Care (CIOC), Previously Looked After Children & Internationally Adopted Previously Looked After Children**

Children in Our Care (CIOC) and previously looked after but immediately after becoming looked after, became subject to adoption, a child arrangement order or special guardianship order. Children who appear to Darlington Local Authority to have been in state care outside of England and ceased to be in state care as a result of being adopted

#### **Priority 2 - Medical Reasons**

Children with exceptional medical factors directly relating to school placement. Applications under this criterion should be supported by written evidence from a professional practitioner

#### **Priority 3 - Family Links**

Children who have a brother or sister already attending the Academy and are expected to be on roll at that Academy at the time of admission

#### **Priority 4 - Rural**

Children living within the rural wards of the Borough of Darlington who have been unsuccessful in obtaining a place at one of their preferred schools AND for whom the nearest alternative school would otherwise be more than two miles from their home will be given priority over other children for places at certain schools

#### **Priority 5 - Distance**

Children who live nearest the preferred school measured from the front door of the home address to the main school gate, by the shortest walking route. This will be based on the home address of the child. To remain consistent the Authority uses a Geographical Information System to measure all distances. The Authority's priority when measuring a route is to identify the shortest route judged to be safe (safe is lit at regular intervals, paved / tarmacked).

\*In the rural wards, the Council is aware that the shortest route may not be a safe route to walk. Therefore, if a child living in a rural ward, is successful in gaining a place at a school; where the route taken when measured by the Authority, is paved / tarmacked but not also lit at regular intervals, then the Authority will provide assistance with transport, even if it is less than the statutory distance for a child of the appropriate age.

### **Tie-Break**

In the event of a tie-break situation in any oversubscription criteria, the distance will be the deciding factor. The Local Authority will carry out a thorough investigation, which may involve an Officer walking the route

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using a *pedometer* or a GIS (Geographical Information System). If the GIS is unable to differentiate between the two measurements the LA will make a decision.

### **Children in Our Care (CIOC) & Previously Looked After**

- A Child in Our Care (CIOC) 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)
- An adoption order is an order made under Section 46 of the Adoption and Children Act 2002.
- A child arrangement order is an order outlining the arrangements as to the person with whom the child is to live under Section 8 of the Children Act 1989.
- A special guardianship order is an order appointing one or more individuals to be a child's special guardian or guardians (Section 14A Children Act 1989).
- A previously looked after child is a child who immediately moved on from that status after becoming subject to an adoption, child arrangement order or special guardianship order.

### **State Care Outside of England**

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

### **Multiple Births**

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31<sup>st</sup> child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

### **Medical Criterion**

If you state a preference for a school and indicate your reason for doing so is 'medical', then you are required to send a supporting letter from a professional practitioner. The supporting evidence should set out the particular reasons why the school in question is the most suitable school and the difficulties it would cause if your child had to travel to another school. Permission from parents must be obtained to share this information.

### **Family Links**

Children have a family link if:

- They are half or full brother or sister;
- They are adoptive brother or sister;
- They are a foster brother or sister;
- Their carers are married/co-habiting and children live together in the same household;
- They are children of the same household (e.g. carers have special guardianship/child arrangement order)

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## **Home Address**

The address is used for applying the admissions criteria. This means that when you state your school preferences you must give the home address at the time of application. You must not give the address of child minders or other family members who may share in the care of your child. For parents/carers who may have more than one property, reference should only be made to the property in which they and the child(ren) mainly reside.

Where parents/carers are separated and the child lives for periods with both, then the home address will be that of the parent that receives the child benefit. Where the childcare arrangements are shared jointly between both parents, the home address will be where the child lives for the majority of the week, Monday to Friday, or where a court has determined their home address should be.

## **Right of Appeal**

Parents who are refused a place have a statutory right of appeal. Parents should contact the School Admissions team with the Local Authority to submit an appeals application.

## **Waiting List**

If your child's application has been refused due to oversubscription, you may want to consider putting their name on a waiting list for the school. Offers of the waiting list will be made in accordance with the oversubscription criteria based on the information provided at the time of application.

Vacancies often arise at short notice and those on the waiting list should be prepared to accept a place as soon as it occurs. Places will not be held for later consideration. Thereafter, normal transfers/in-year admission arrangements will operate

## **Late Applications**

Late applications will be administered in accordance with the Local Authority coordinated admissions scheme

## **False Information**

The Governing Body and the Local Authority reserves the right to withdraw any offer made on the basis of an inaccurate or misleading information.

## **Admission of Children outside Their Normal Age Group and Deferred Entry**

If a parent seeks a place in a year group outside their normal age group, they should complete an application form and attach a covering letter along with accompanying documentation which details the circumstances behind their request, for example if their child has missed a significant amount of time due to ill health or they believe their child to be gifted and talented. This should be forwarded to the Schools Admissions Manager, Children, Families and Learning, Town Hall Darlington, DL1 5QT who will contact the Head Teacher of the school concerned and ask for their views. Once a decision has been made the Authority will write to the parent/carer informing them of the decision and setting out the reasons for such.

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Parents of summer born children can also make a request to apply for their child to start school in the next academic year after they reach five and should follow the same process but should start the process in the September of the year prior to the year of entry.

### **Admission of Children Below Compulsory School Age**

Schools within Darlington Local Authority have a single point of entry in September each year for pupils starting school in Reception. However, children may attend part-time until they reach compulsory school age and parents can defer the date their child is admitted until later in the school year.

### **In-year admissions**

An in-year admission application is one that is made outside of the normal time of transfer between schools, for example when a family moves house part way through a school year. The local authority coordinate admission applications in the normal admissions round and the child will be admitted where there are places and/or in conjunction with the Local Authority Fair Access Protocol. Parents are required to contact the School Admissions Team within the Local Authority to apply for an In-year school place.

<https://www.darlington.gov.uk/media/19359/primary-admissions-guide-for-parents-2024-2025.pdf>