



Academy Admission Policy (2018/19)

Alt Academy

Description	By whom	Dated
Written	TM	20/11/15
Approved	Board of Directors	23/11/15
Reviewed	TM – no change	16/1/17

Alt Academy has a planned admission number of 45 pupils for entry into each year group. The academy will accordingly admit at least 45 in each year group if sufficient applications are received. All applicants will be admitted if 45 or fewer apply.

The academy will admit any pupils with an Education, Health and Care plan naming the academy. Priority will then be given to those children who meet the criteria set out below, in order:

1. Looked after children and previously looked after children ¹
2. Those children who are considered to have exceptional medical or social reasons as to why they should attend a particular school. Parents will be required to submit evidence to support their application under this criterion ²
3. Siblings of pupils attending the school. '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 who, in any of these cases, will be living with them at the same address at the date of their entry to the academy
4. Other children

¹ 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).

² Exceptional reasons for priority over other applicants - Decisions must be consistent and based on objective evidence, which must be provided in writing by an appropriate professional i.e. a doctor or a social worker.

Tie-breaks

Proximity to the academy will first be applied if the school is oversubscribed in criteria 2 to 4 above with those living closest to the academy having priority for admission. Distance will be measured from the front door of the child's home to the front gates of the academy. Random allocation will be used as a tie-break to decide who has highest priority for admission if the distance between a child's home and the academy is equidistant in any individual case.

However, if children of multiple birth (twins and triplets) are tied for the final place, those siblings will be admitted over PAN as permitted by infant class size rules.

For parents who share parental responsibility, the distance will be calculated from the permanent home address of the child.

Deferred entry for infants

Parents offered a place for their child have a right to defer entry, or to take a place up part-time, until the start of the term beginning immediately after their child has reached compulsory school age ³. However, places cannot be deferred until the next academic year.

³ Children become of compulsory school age on the first prescribed day following their 5th birthday: 31 August, 31 December or 31 March (or on that day if any of these dates are the child's birthday).

Admission of children outside their normal age group

Parents may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting his or her schooling. All such requests will be considered on their merits and either agreed or refused, on that basis.

If a request is refused, the child will still be considered for admission to their normal age group.

The process for requesting such an admission is as follows:

With the application, parents should request that the child is admitted to another year group (state which one), and the reasons for that request.

Parents will submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

- whether the child is 'summer born' and is seeking admission to a year group other than reception (or is seeking admission to reception rather than year 1);
- information about the child's academic, social and emotional development;
- where relevant, their 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 school will consider each case on its merits, taking into account the individual circumstances of the request and the child's best interests. We will also ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal.

Requests for admission out of the normal year group will be considered alongside other applications made at the same time. An application from a child who would 'normally' be a year 1 child for a reception place will be considered alongside applications for reception.

Waiting lists

The academy will operate a waiting list for each year group. Where in any year the academy receives more applications for places than there are places available, a waiting list will operate until the end of the school year. This will be maintained by the Academy Trust 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 it.

Timeline for 2018/19 process

The following link gives you the timeline associated with the process for applications for a primary school place for 2018/19.

<http://www.oldhamprimaryadmissions.co.uk/index.php/application-process/important-dates/>

Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should refer to the following website for the relevant forms, timeline and information

<http://www.oldham.gov.uk/info/200327/admissions/1139/appealscontact>