

BRANSTON JUNIOR ACADEMY

ADMISSIONS POLICY

1.0 SCOPE

- 1.1 This Academy aspires towards three goals:
- ✓ **INSPIRE:** We inspire your child to enjoy and succeed throughout their learning journey.
 - ✓ **EXPLORE:** We enable your child to meet exciting experiences, be part of the shared adventure and have the confidence to try something new.
 - ✓ **NURTURE:** We generate an environment where emotional support is essential, allowing your child to achieve their full potential.
- BJA Mission Statement***
- 1.2 This policy outlines the nature, action and management practice for admitting children to this school.

2.0 NATURE AND PURPOSE

- 2.1 An admissions policy sets out the detail under which children of school age are admitted to Branston Junior Academy.
- 2.2 We have adopted the Lincolnshire County Admissions Policy.

3.0 ACTION AND MANAGEMENT

- 3.1 Children are normally admitted to Branston Junior Academy in the September following their seventh birthday. They transfer to their secondary schools in the September after their eleventh birthday.
- 3.2 The published admission number (PAN) for the school is set at 45. In accordance with the 1996 Education Act, the allocation of school places for children with a statement of special educational needs will take place first. We will then allocate the remaining places in accordance with this policy.
- 3.3 If the school is oversubscribed in any year, Governors have decided, in line with LA guidance that the priority for admitting children to this school should go to:
- A: The child is in the care of the local authority or had previously been in care. **(1)**
 - B: There is a brother or sister **(2)** on roll at the school at the time of application.
 - C: Children attending Branston Church of England Infant School. **(3)**
 - D: The school is the nearest one to the home address. **(4)**

E: The distance from the home to the school, priority will be given to the child living closest to the school. **(5)**

Information regarding admissions policy will be published in the Academy's prospectus and on the website.

4.0 DEFINITIONS AND NOTES

(1) The child is in the care of the local authority or had previously been in care.

A child in care of the local authority is provided with accommodation by them in accordance with section 22 of the Children's Act 1989, at the time of application. This includes any child that has previously been in care and who is now adopted or who is subject to a residence order or special guardianship order.

(2) There is a brother or sister on roll at the school at the time of application.

A full brother or sister, whether or not resident in the same household; another child normally living for the majority of term time in the same household, where an adult in the household has parental responsibility as defined by the Children Act 1989; or any child in the household where an adult in the household is defined as a parent for the purposes of Section 576 of the education Act 1996.

Twins and Siblings from a multiple birth:

In these cases all children will be considered together as one application. If one or more can be admitted within the published admission number (PAN), the school will be allowed to go above its admission number as necessary to admit all the children, unless this would make the class too large.

Brothers and sisters in the same year group:

Where there is only one place available in the school, the children will be considered as one application. The school will be allowed to go over its admission number as necessary to admit all the children.

(3) Children attending Branston Church of England Infant School

Children who are a pupil at our main feeder school – Branston Church of England Infant School, prior to starting at Branston Junior Academy in Year 3.

(4) The school is the nearest one to the home address.

The nearest school is found by measuring the distance from your address to all schools by driving distance along public highways. We measure electronically along public highways using the post office address point of the home to the post office address of the school.

By home, we mean the address where the child lives for the majority of the school term time with a parent who has parental responsibility as defined in the Children Act 1989. Or any child in the household where an adult in the household is defined as a parent for the purposes of Section 576 of the education Act 1996. This could include a person who is not a parent but who has responsibility for her or him. It could include a child's guardians but will not usually include other relatives such as grandparents, aunts, uncles etc, unless they have all the rights, duties, powers and responsibilities and authority, which by law a parent of a child has in relation to the child and their property.

Where your child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be that of the parent who lives closest, as measured by driving distance, to the school in question.

If you have more than one home, we will take as the home address, the address where you and your child normally live for the majority of term time.

(5) The distance from the home to the school, priority will be given to the child living closest to the school.

The nearest address to the school is found by measuring the distance from your address to the school by driving distance along public highways. We do not measure to any other schools. We measure electronically along public highways using the post office address point of the home to the post office address point of the school.

If any of the oversubscription criteria have too many applicants then the tie-break will be by distance using the method in note 4 above.

If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then a lottery will be drawn by an independent person, not employed by the school or working in the Local Authority of Children's Service Directorate.

5.0 APPEALS

- 5.1 The procedure for appeals relating to admissions will be in accordance with all relevant legislation. They are independent and organised by the County Council Legal Services Section and entirely separate from the admission system. The decision of the appeal panel is binding on all parties.
- 5.2 You should send your appeal to the school where they are organised by Legal Services Lincolnshire.

- 5.3 Information about the appeals procedure can be found at www.lincolnshire.gov.uk/schooladmissions or in the document "Going to Primary School in Lincolnshire".

6.0 MID-YEAR ADMISSIONS

- 6.1 The Governors will accept admissions into other year groups if there are places. If there are more applications than places, then the oversubscription criteria will be used to decide who should be offered the place. If there are no places then you will be told of the independent appeal system.

7.0 FAIR ACCESS

- 7.1 Local Authorities are required to have Fair Access Protocols to make sure that unplaced children who live in the home local authority, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children above the published admissions number to schools that are already full.

8.0 UK ARMED FORCES

- 8.1 In order to meet the government's military covenant aimed at helping service personnel, and Crown Servants returning from abroad, we have adopted the following arrangements. For late co-ordinated applications and mid-year applications we will aim to remove any disadvantage to UK service personnel (UK Armed Forces) by applying the schools oversubscription criteria to their address. We will check to see if the address is within the distance of the last child admitted in the last admission round that was oversubscribed on offer day. If the address is within the distance the governors will be asked to consider admitting providing all children in public care and siblings have already been admitted. This will be irrespective of the fact that the school has had appeals or appeals are scheduled.
- 8.2 It maybe that the governors still cannot admit because of organisational or curriculum difficulties within the school. If this is the case, the Local Authority will approach the second or third preferences stated.
- 8.3 We will need the notice of posting or official government letter and posting address before we can consider an application under these arrangements. We allocate a school as soon as possible by applying the policies and practices that we normally follow.

9.0 PROCESS OF APPLICATION

9.1 Arrangements for applications for places in Y3,4,5,6 at Branston Junior Academy will be made in accordance with Lincolnshire County Council's co-ordinated admission arrangements; parents resident in Lincolnshire can apply online at www.lincolnshire.gov.uk/schooladmissions, parents resident in other areas must apply through their home local authority. Branston Junior Academy will use the Lincolnshire County Council's timetable published online for these applications and the relevant Local Authority will make the offers of places on their behalf as required by the School Admissions Code.

10.0 FRAUDULENT OR MISLEADING APPLICATIONS

10.1 As an admission authority, Lincolnshire County Council has the right to investigate any concerns we might have about an application and to withdraw the offer of a place if we consider there is evidence that you have made a fraudulent claim or provided misleading information, for example, a false address was given which denied a place to a child with a stronger claim. We reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly.

11.0 CRITERIA FOR ORGANISING 'NEW' CLASSES

Every year, discussions are made regarding which class the children will be placed into, for the following year. Advice is sought from Branston Infant School staff, with regards to the commencement of Year 3 pupils in September.

Consideration is given to academic, behaviour and social needs and the following criteria are taken into account when making a final decision:

- **Vulnerable children**
 - Children with special educational needs
 - Looked after children
 - Children who are currently (or previously) involved with TAC or Child Protection issues
 - Children who have or are currently experiencing family difficulties (eg; bereavement, serious illness, divorce, separation etc)
 - Children with behavioural issues
 - Physical / medical needs

- **Educational needs**
 - Ensuring that Gifted and Talented children have been placed in a class with children of a similar ability, to enable the most effective and appropriate support to be provided for them.
 - Ensuring that Lower Ability children have been placed in a class with children of a similar ability, to enable the most effective and appropriate support to be provided for them.

- **Social needs and friendship issues**
 - Whilst we take friendship issues into consideration eg; by encouraging 'strong friendships' and endeavouring to remedy 'friendships that are having a negative effect on pupils self-esteem' by separating children; we know that due to the nature of our school set-up; children often have opportunities to be with their friends during the academic year
 - Maths 'sets'
 - English groups – Guided Reading, Phonics etc
 - Break and lunch times
 - Themed weeks (Maths, English, Arts, Science, Outdoor Activity etc)
 - We also believe that by encouraging children to make 'new' friendships, we are undoubtedly helping them to develop their social skills for the future.

Whilst consideration will be given to any parental requests that are made to the Headteacher; with regards to their child's next Class or next Class Teacher; if the above criteria can not be met, then no changes will be made unless circumstances are exceptional.