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Signhills Infant Academy

Admissions Policy

Admission Arrangements for Signhills Infant Academy 2027 - 2028

Taken from Annex B of each academy's funding agreement

GENERAL

1. This annex may be amended in writing at any time by agreement between the Secretary of State and the Academy Trust.

2. The Academy will act in accordance with, and will ensure that an Independent Appeal Panel is trained to act in accordance with, all relevant provisions of the School Admissions Code and the School Admission Appeals Code published by the Department for Education ("the Codes") as they apply at any given time to maintained schools and with equalities law and the law on admissions as they apply to maintained schools. For this purpose, reference in the Codes or legislation to "admission authorities" shall be deemed to be references to the governing body of the Academy Trust.

3. Notwithstanding the generality of paragraph 2 of this Annex, the Academy will take part in any mandatory Admissions Forum set up by the local authority ("LA") in which they are situated and have regard to its advice; and will participate in the co-ordinated admission arrangements operated by the LA and the local Fair Access Protocol.

4. Notwithstanding any provision in this Annex, the Secretary of State may:

   (a) direct the Academy to admit a named pupil to the Academy on application from an LA. This will include complying with a School Attendance Order[1]. Before doing so the Secretary of State will consult the Academy.

   (b) direct the Academy to admit a named pupil to the Academy if the Academy has failed to act in accordance with this Annex or has otherwise failed to comply with applicable admissions and equalities legislation or the provisions of the Codes.

   (c) direct the Academy to amend its admission arrangements where they fail to comply with the School Admissions Code or the Admission Appeals Code.

[1] Local authorities are able to issue school attendance orders if a child is not attending school. These are legally binding upon parents. Such an order might, for instance, be appropriate where a child has a place at an Academy but his/her parents are refusing to send him/her to school. The order will require a parent to ensure his/her child attends a specified school.

5. The Academy shall ensure that parents and 'relevant children[2]' will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy Trust. The Independent Appeal Panel will be independent of the Academy Trust. The arrangements for appeals will comply with the School Admission Appeals Code published by the Department for Education as it applies to Foundation and Voluntary Aided schools. The determination of the appeal panel is binding on all parties.

Relevant Area

6. Subject to paragraph 7, the meaning of "Relevant Area" for the purposes of consultation requirements in relation to admission arrangements is that determined by the local authority for maintained schools in the area in accordance with the Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999.

7. If the Academy does not consider the relevant area determined by the local authority for the maintained schools in the area to be appropriate, it must apply to the Secretary of State by 1 August for a determination of the appropriate relevant area for the Academy, setting out the reasons for this view. The Secretary of State will consult the Academy and the LA in which the Academy is situated in reaching a decision.

Requirement to admit pupils

8. The Academy will:

    a. subject to its right of appeal to the Secretary of State in relation to a named pupil, admit all pupils with a statement of special educational needs naming the Academy;

    b. adopt admission oversubscription criteria that give highest priority to looked after children, in accordance with the relevant provisions of the School Admissions Code.

    c. reference to any faith-based admission criteria.

Details of how and when to apply, and how places will be offered, are in the "School Admission Arrangements" on the North East Lincolnshire Council website https://www.nelincs.gov.uk/children-families-and-schools/schools-and-education/school-admissions/

Published admission number (PAN)

The school has a published admission number of 90 pupils for entry in Reception.

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[2] relevant children' means:

a) in the case of appeals for entry to a sixth form, the child, and;

b) in any other case, children who are above compulsory school age, or will be above compulsory school age by the time they start to receive education at the school.

Oversubscription criteria, admission number, consultation, determination and objections.

9. The Academy admission arrangements will include oversubscription criteria, and an admission number for each relevant age group[3]. The Academy will consult on its admission arrangements and determine them in line with the requirements within the School Admissions Code.

10. The Education Funding Agency (EFA) may consider objections on the Secretary of State's behalf. The Academy Trust should therefore make it clear, when determining the Academy's admission arrangements, that objections should be submitted to the EFA.

11. A determination of an objection by the EFA on behalf of the Secretary of State, or by the Secretary of State will be binding upon the Academy.

[3] 'Relevant age group' means 'normal point of admission to the school:, for example, Year R, Year7 and Year 12.

ARRANGEMENTS FOR THE ADMISSION OF PUPILS TO SIGNHILLS INFANT ACADEMY

The Governors welcome applications from parents who fully subscribe to our ethos and are prepared to support us in our drive for ever improving provision and outcomes for our children.

The following groups of children must be admitted

I. Pupils with an Education, Health and Care Plan (EHCP) where Signhills Infant Academy is recorded in the plan

II. Looked after children and previously looked after children

Where there are more applications for places than places available, the following criteria for admission will be applied in the order set out below:

I. Pupils with siblings who are currently at Signhills Infant Academy or Signhills Academy.

II. Children of staff employed at either Signhills Infant Academy or Signhills Academy.

III. Pupils whose main residence is within the catchment area.

IV. Proximity to the Academy.

Criterion IV may be used as a tie-breaker.

Appeals against a decision not to admit a child to the school

Parents have a legal right to appeal against a decision not to admit a child to the Academy. The Academy will be happy to provide information about this on request.

Admission of children outside their normal age group

Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday.

Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools). All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child.

If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful.

It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

Definitions

The **normal admissions round** is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by their home local authority.

Looked-after children, as defined in section 22 of the Children Act 1989, are children who, at the time of making an application to a school, are:

- In the care of a local authority, or
- Being provided with accommodation by a local authority in exercise of its social services functions

Previously looked-after children are children who were looked after, but ceased to be so because they:

- Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or
- Became subject to a child arrangements order (defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014), or
- Became subject to a special guardianship order (defined in section 14A of the Children Act 1989)

This includes children who appear to have been in state care outside of England and have ceased to be in state care due to being adopted.

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

A child reaches **compulsory school age** on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed day is 31st August.

A **parent** is any individual who holds parental responsibility, as defined under the Children Act 1989, or any person who has care of a child, where the child lives with them either full or part time and they look after that child.

Children who have a statement of special education needs/Education, Health and Care Plan (EHCP) where the school is named in Part IV of the statement/recorded in the plan

Those children will have undergone a statutory assessment of their special educational needs. Where a school is named in the statement/recorded in the plan the school must admit the child.

Rules for Siblings

Included in this factor are stepbrothers and sisters and half-brothers and sisters living at the same address and who will be attending the school at the expected time of admission.

The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and other(s) is/are not. Generally the eldest will be given the place if a choice has to be made.

The pupil being admitted to either school should have a sibling at either school at the time of their admission.

Rules for Residence

We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given.

Children of staff at the Academy

Either (a) where a member of staff has been employed at the Academy for two or more years at the time the application for admission is made.

Or (b) where a member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Distance

Distance will be measured by the shortest walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.