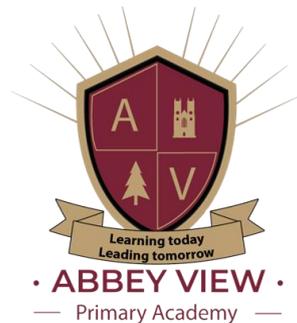




INSPIRING FUTURES PARTNERSHIP TRUST

ADMISSIONS POLICY FOR ABBEY VIEW PRIMARY ACADEMY



Variation to Abbey View Primary Academy Admissions Policy

Abbey View Primary Academy is making a variation to their admission code under section 3.6 of the Schools Admission Code to rectify a misprint in the schools admission arrangements. Abbey View is part of the same trust as Chepping View Primary Academy and as such all schools in the trust have the same admission rules

SEPTEMBER 2020 – AUGUST 2021

Policy Type	Statutory
Updated by	Madasar Mirza
Updated in	October 2019
Review due	July 2020

INSPIRING FUTURES PARTNERSHIP TRUST

ADMISSIONS POLICY FOR ABBEY VIEW PRIMARY ACADEMY SEPTEMBER 2020 – AUGUST 2021

Inspiring Futures Partnership Trust is a Multi Academy Trust and the Trustees are the admissions authority. This admissions policy has been designed to comply with the Schools Admissions Code 2012 and all relevant legislation, including that on infant class sizes and equal opportunities.

This policy sets out the admissions arrangements for:

1) Reception (Foundation Stage) entry in September 2020

And for

2) Casual In-Year admissions

In all cases the oversubscription criteria described in this policy will be applied.

1) Admissions to the Reception Year

Subject to the criteria set out below, children will be admitted in the September following their fourth birthday. The number of children admitted per year is 60.

Places will be allocated by the Trustees on the basis of applications received through the Buckinghamshire Co-ordinated Scheme for Primary Admission. This allows parents*/guardians to apply for entry to any Buckinghamshire primary school or academy by means of the Buckinghamshire Primary School Common Application Form (CAF) available in the Primary Guide for Parents published by Buckinghamshire County Council (BCC) and on-line via the BCC website.

The Trust will offer places on a full time basis from the start of the Autumn Term. Parents of children younger than five have the right to defer entry or attend on a part time basis until no later than the start of the term after the child's fifth birthday and within the Reception academic year. Any parent who wishes to defer a place should discuss it first with the Principal. The Academy will hold a place for a child who defers within the academic year but deferment until the beginning of Year 1 is not permitted. If the child's entry is deferred to ordinary admission in the September of the following academic year, a casual admission would need to be applied for entry into Year 1, as the Academy has a legal obligation to fill all available places during the Reception year. There is no guarantee that a place would be available in Year 1 as that year group could already have 30 children transferring from the Reception year group.

* "Parent" is defined in law (The Education Act 1996) as either:

- any person who has 'parental responsibility' (defined in the Children Act 1989) for the child or young person; or
- any person who has care of the child or young person.

If you are in any doubt, please contact Abbey View Primary Academy for advice.

2. Admissions of children outside their normal age group

Parents may seek a place at Abbey View Primary Academy for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child** may choose not to send that child to the Academy until the September following their fifth birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1. If a parent is making such a request then they must write to the Academy explaining in detail the reasons (academic, medical, social, emotional) for their request. If possible, this should be accompanied by supporting information from other professionals. The Academy will consider each case in isolation and will take into account the existing pupil number in year groups as well as waiting lists.

If a request to educate a child outside of their normal age group is successful the application will be processed as part of the main admissions round, unless the parental request is made too late for this to happen. Pupils will not be given lower priority on the basis that the child is being admitted out of their normal age group. Parents do have the statutory right to appeal against the refusal of a place at an academy for which they applied. This does not apply if they are offered a place at the Academy but it is not in their preferred age group.

3. “In-Year” Admissions

Admissions after the age of 5 (in-year admissions) will be handled by the Trust. Parents are advised to contact the Academy direct as we will handle waiting lists, and will apply the admissions criteria as per our admissions policy.

Oversubscription criteria for all types of admissions.

Once children with statements of special educational need naming Abbey View Primary Academy have been admitted then places are allocated in accordance with the order of the following oversubscription rules:

1. Children in Public Care: “Looked after Children” and previously “Looked after children” (see Notes 1 and 2)
2. Children who will have a sibling still in attendance at the Academy on the date of admission. (See note 3)
3. Children of a member of staff who is currently employed within the Trust and has been for more than two years. They must have been employed for a minimum of 12.5 hours per week during term time.
4. Children whose normal home address is within the area normally served by the Academy (catchment area). (See notes 4 and 5)

** summer born is 1st April to 31st August

5. Children with exceptional medical or social needs that make it essential that they attend Abbey View rather than any other academy. These needs must be fully supported by written evidence from a medical doctor, social worker, education welfare officer or other appropriate person involved with the family.

6. Once the above criteria have been applied, any further places will be awarded according to the journey distance between the family's normal home address and the Academy's nearest entrance gate; closest first, measured in accordance with the straight line distance used to determine proximity of the home to the academy will be measured by Buckinghamshire's Local Authority Geographical Information System as described in the Buckinghamshire LA admissions booklet.

Waiting List for "In-Year Admissions"

The Academy will maintain a waiting list for those children who are not offered a place and parents are required to request a place on it by contacting the Academy directly. A child's position on the waiting list is determined according to the oversubscription criteria above, and does not depend on the date of application. No account is taken of length of time on a waiting list. The waiting list is therefore regularly adjusted and a child's place on the list could go up or down in accordance with withdrawals from the list or new applicants joining it.

Fair Access Protocol

The Trust participates in Buckinghamshire LA's Fair Access Protocol.

Right of Appeal

In the event of an unsuccessful application, parents have the right to appeal against non-admission. Details can be found on the BCC website. Where a transfer application and subsequent appeal are unsuccessful and a child has been offered a place on the waiting list, the Admissions Committee will not consider a repeat application within the same academic year unless there has been a relevant and significant change of circumstances relating to the application, or a place has become available in the Academy. If a place becomes available it will be allocated according to the oversubscription criteria.

Confidentiality Notice

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Annual review by Principal/Trustees or as new guidelines dictate.

Notes

Note 1 Definition of Looked After Children and Previously Looked After Children

For admissions purposes a 'looked after child' is a child who is in the care of a local authority in England, or is being provided with accommodation by a local authority in England in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989). This covers accommodated children and those who are in care under a Care Order/interim order. This can include: living with family or friends, in foster care, a children's home, residential school, special school or in supported lodgings.

This rule includes children who were previously looked after and immediately after being looked after became the subject of an adoption, child arrangement order or special guardianship order as set out below.

Child arrangements order: is an order setting the arrangements to be made as to the person with whom the child is to live under the Children and Families Act 2014

Special guardianship order: is an order appointing one or more individuals to be a child's special guardian (or special guardians) under Section 14A of the Children Act 1989

Note 2 Definition of 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.

Note 3 Definition of "Sibling":

By sibling we mean brother and sister. This means a brother or sister of half or whole blood, or any other child (including Adopted children) who permanently reside at the same address and for whom the parent also has parental responsibility.

Note 4 Definition of "normal home address":

The address should be where the parent and the child live and evidence of this is required in the form of a utility bill, rent book or mortgage statement showing the address concerned. Where a child has two homes due to parental responsibility being shared by two people who live apart, the address used will be the one where he or she spends most of the Academy's week (Sunday to Thursday nights inclusive) as confirmed by written evidence from both parents/guardians. If a false declaration of address is deemed to have been made, the offer of a place may be withdrawn, even after a child has started at Academy.

Note 5 Definition of "Catchment Area":

Children living within the area traditionally served by the academy defined as being the area bounded. A map of the catchment area is available on the Bucks County Council website and the Academy office.