



# Hotwells Primary School

## Admissions Policy

*'Learning to Bring out the Best in Everyone'*

**Last reviewed:** May 2019

**Next review date:** May 2020

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## Admissions Policy

(as per Bristol Councils Admissions policy)

Where there are more applications than places available at Hotwells Primary School, allocations will be made in the following order of priority as set out in sections 1, 2 and 3 below:

### 1. Initial Allocation

Initial allocations will involve only those applications received by the published closing date and accepted as 'on-time'. Priority is not given to first preferences. We aim to meet the highest preference possible for every applicant by applying the published oversubscription criteria equally to all applications for a school.

This applies to Children in Care (Children in care are children who are in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989) or children who were previously in Care but immediately after being in Care became subject to an Adoption Order, Child Arrangements Order, or Special Guardianship Order.

### 2. Siblings

Where there are siblings in attendance at Hotwells Primary and who will still be on roll in the year of entry. Sibling refers to brother or sister, half brother or sister, step brother or sister or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling.

### 3. Geography

Children living closest to the school as measured in a direct line from the home address to the school.

'Home Address: A child's permanent home address, where he or she resides with a person with parental responsibility, or with a parent (as defined in Section 576 of the Education Act 1996). It is the



address where the child spends the majority of their time. Documentary evidence may be required to confirm a child's home address. If a child regularly lives at more than one address the admission authority will have to reach a conclusion about which address should be counted as the main address when allocating school places. This will normally be the address where the Child Benefit is paid and where the child is registered with a doctor.' Home to school distances will be measured in a direct line from a point on the home address as held by the Local Authority to a point within the main school building using the Local Authority's computerised mapping system.

### **Tie-breaks**

Where there are more applications than there are places remaining within a particular category, siblings will be given priority. After this, direct line distance from home to school will be used as a tie-break. Where two or more children live in a flat or other multi-home dwelling and it is not possible to determine which applicant lives closest to the preferred school as measured in a direct line from the building to the school; the available place(s) will be allocated by drawing lots.

Any offer of a place determined by lots will be overseen by a member of staff from another school.

### **Special Educational Needs**

Children with an Education, Health and Care Plan (EHCP) follow the transfer arrangements set out in the SEND Code of Practice and associated regulations and are not subject to the general admission arrangements. Other children without a EHCP will be subject to the general admission arrangements.

