



# Admissions Arrangements Policy

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*'This school is committed to safeguarding and promoting the wellbeing of all children, and expects our staff and volunteers to share this commitment'.*

## Admissions Policy

This policy is to be implemented by the Leadership Team and governors of Evolve Education Trust. Parents may view this policy on request.

The number of new children we can accept in to Reception each year is 30. We do not operate a selective system.

The maximum number of pupils in any class in Reception, KS1 or KS2 will not exceed 30. In the nursery the maximum number of pupils in any session will not exceed 26 FTE.

If the number of applications received exceeds the number of places available, the following criteria will be used to determine whether the child can be admitted:

Priority:

**Determined** : Birmingham School Admission Criteria

|                  |                                   |         |               |
|------------------|-----------------------------------|---------|---------------|
| School name      | Stirchley Primary School          |         |               |
| School address   | Pershore Road, Birmingham B30 2JL |         |               |
| Headteacher      | Mr Clifford                       | Tel no: | 0121 458 2989 |
| Admission Number | 30                                |         |               |

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| Criteria  | 1. Looked after or previously looked after children.   |
|   | 2. Children with a brother or a sister already at the academy who will still be in attendance in September 2019.   |
|   | 3. Children who live nearest the academy.  |
|   | Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home and academy.   |
| Children with a statement of special educational needs/EHC Plan | Any child with a statement of special educational needs/Education Health and Care Plan is required to be admitted to the academy that is named in the statement/plan. This gives such children overall priority for admission to the named academy. This is not an oversubscription criterion. |

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| <p>Looked after or previously looked after children</p> | <p>A Looked After Child is a child who is in the care of a local authority or is being provided with accommodation by a local authority as set out in s22(1) of the Children Act 1989. A Previously Looked After Child is a child who immediately after being looked after became subject to an adoption, special guardianship or child arrangements order.</p> <p>In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.</p>  |
| <p>Sibling</p>  | <p>Siblings (brothers or sisters) are considered to be those children who live at the same address and either:</p> <ul style="list-style-type: none"> <li>i. have one or both natural parents in common;</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>ii. are related by a parent's marriage;</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>iii. are adopted or fostered by a common parent.</li> </ul> <p>Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.</p> <p>Children not adopted or fostered or related by a parent's marriage or with one natural parent in common, who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.</p> |
| <p>Distance</p>   | <p>Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the academy front gates The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the academy.</p>  |
| <p>Shared Responsibility</p>                            | <p>Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, then the main residence will be determined as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used.</p>   |
| <p>Final Qualifier</p>                                  | <p>In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying</p>  |

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|                      | <p>the published admission criteria.</p> <p>For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.</p> <p>In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.</p> |
| Waiting Lists        | <p>Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.</p>  |
| Appeals              | <p>Appeals are administered by the Local Authority for this Academy. Parents who wish to appeal against the decision to refuse their child admission should contact the Children's Advice and Support Service on 0121 303 1888 to request an appeal form. Appeals will be heard by an independent panel.</p>   |
| In Year Applications | <p>Applications made outside the normal admissions round (in-year admissions) should be made directly to the academy. Parents/carers can apply for a place for their child at any time and to any academy. On receipt of an in-year application, the academy will notify the local authority of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of academy places in Birmingham.</p>  |

\* No Supplementary Information Form is used by Stirchley Primary School

The initial September intake into Reception and Year 7 is handled through the local authority.

Thereafter, school should be contacted if a place is requested by a parent.

Admissions for in year transfers will be handled by the school. Parents will complete an application form and produce evidence of a birth certificate and address.

If a place is not available they will be placed onto the school's waiting list.

**Appeals.**

Parents who wish to appeal against the school's decision not to offer a place to their child, must do so by writing to the Birmingham Education Department, stating their case. The Appeals Department will consider the appeal and notify parents of their decision.

Admissions into years other than Reception will be on a waiting list basis and the allocation of places will be in line with the above order of priority.

**Safeguarding Statement**

Evolve Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.