

# Bligh Primary School



## Admissions Policy

Policy written by Christian Markham  
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Next review due November 2020

Barnsole  
Primary  
Trust



## **Admission Arrangement and Over-subscription Criteria Arrangements as Determined:-**

### **ADMISSIONS POLICY FOR: Bligh Primary School September 2019**

Bligh Primary School takes in children from 2-11yrs (including Nursery and Pre School) with inclusive provision.

The main principle of admission to Bligh Primary School is to maintain the character of the school serving its community. Bligh Primary School an inclusive school that welcomes children from all backgrounds and abilities.

There is no guarantee of a place for any child meeting our over-subscription criteria. Admission to our school is not dependent upon any 'voluntary' contribution. The school participates in the Local Authority co-ordinated scheme and all deadlines within that should be adhered to by applicants.

As required by the Regulations of 2005 the school will give top priority in their oversubscription criteria to applicants on behalf of looked after children (A 'child looked after' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to the school) and previously looked after children. Previously children looked after are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). Home address: Proof of residence will be required by the co-ordinated scheme. The offer of a place may be withdrawn if proof of residency is not met. Where a child lives part of the week with one parent and part with another member of the family, the 'home address' will be considered to be the residence where the child spends at least three nights of the school week each week.

### **ADMISSIONS PROCESS**

Detailed information and guidance about the admissions process is available online at [www.medway.gov.uk/admissions](http://www.medway.gov.uk/admissions) in the form of a digital information guide.

The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school where we are properly equipped to deal with the needs of the child.

Bligh Primary School meets the agreed criteria concerning the delivery of the Foundation Stage of Learning in accordance with the Local Authority's policy and will admit four year olds to the Foundation Stage Classes in one intake in September. The children due to be admitted during academic year 2019/2020 are those born between September 2014 and 31 August 2015. However, children reach compulsory school age at the start of the term following their fifth birthday.

Parents are not obliged to start their child at Bligh Primary School until the beginning of the term after the child is five. Therefore parents who have been offered a September place may ask to defer their child's admission until the beginning of the spring term without losing the offer of a place. Parents of children with summer term birthdays (1 April to 31 August 2015) may ask to start their child in Year 1 in September 2020 but the reception place will not be saved. Parents will have to re-apply for a Year 1 place.

The Planned Admission Number (PAN) for the year commencing September 2019 will be 90 for Years Reception through to Year 2. The Planned Admission Number (PAN) for years 3 through to year 6 will be 60.

### **IMPORTANT NOTE**

Parents should be aware that Bligh Infant School and Bligh Junior School are registered as two different schools by the Department for Education. As such, parents **MUST** apply for a Year 3 place if they are intending for their child to move from Infants (KS1) to Juniors (KS2).

This application is online at [www.medway.gov.uk/onlineadmissions](http://www.medway.gov.uk/onlineadmissions)  
There are 60 places available from children in 2019-2020 for children in year 3.

### **CASUAL/IN-YEAR ADMISSIONS**

Any family wishing to apply for a place at Bligh Primary School will need to complete a casual admission application form available from the school, or by completing the Medway Council application form (IYCAF).

### **OVERSUBSCRIPTION CRITERIA**

Where the number of applications received via the Medway co-ordinated scheme exceeds 90, the PAN, places will be allocated in the following priority order:

- ❖ Children in public care - as defined in the Medway Council Co-ordinated admissions scheme;
- ❖ Current family association - (a brother or sister in Bligh Primary School at the time of application and still attending in September 2019),
- ❖ Child's health reasons - medical evidence must be provided which demonstrates a specific health reason which requires a child to attend Bligh Primary School as the preferred school,
- ❖ A child can be considered under this criterion where a member of Teaching Staff has been employed at the school for 2 or more years at the time the application is made. Teaching staff means staff employed and salaried as Teachers and Teaching Assistants but does not include voluntary staff,
- ❖ Nearness of children's homes and ease of access to Bligh Primary School (In the event of a tie within any criterion, before the last criterion, places will be allocated to those living closest to the school measured by the shortest available walking route.)

Evidence of residence may be required.

In cases of over subscription, parents can ask for the children's names to be placed on a waiting list held by Bligh Primary School.

The children will be ranked according to school's over subscription criteria and the Local Authority co-ordinated scheme and not according to the date when the child's name was added to the list. Should there be an oversubscription an Admissions Committee comprising the school governors, with the Headteacher in attendance, will meet to review each case independently.

### **RIGHT OF APPEAL**

If having applied the oversubscription criteria, the school is unable to offer a place; parents will be contacted in writing and advised of the reason why a place could not be offered. Parents wishing to appeal should write to the Clerk to the Appeal Panel at the school and appeal papers will be forwarded on request. These should again be returned to the Clerk to the Appeal Panel at Bligh Primary School and the closing date on the forms must be adhered to.

### **REVIEW**

The Admissions Policy will be reviewed annually by the Governors.

### **LEGISLATION**

Academies are required by their funding agreements to comply with the Code and the law relating to admissions, though the Secretary of State has the power to vary this requirement where there is demonstrable need.

(School Admissions Code: Statutory guidance for school leaders, governing bodies and local authorities Dec 2014).