



Diamond Hall Infant Academy

Admissions Policy 2020/2021

The Governing Body of the Diamond Hall Infant Academy is the Admission Authority for this school on behalf of the Academy Trust. This means that a committee of the governing body considers all applications sent to them by the Local Authority, according to the criteria as stated below.

This policy is currently under consultation between the Governing Body, all other Admissions Authorities in the area and interested parties and parents through our website. This policy gives regard to the "School Standards and Framework Act 1998, as amended by the Education Act 2011," "School Admissions (Admission Arrangements and Co-ordination of Admissions Arrangements (England) Regulations 2012" and "School Admissions Code, 2014"

Reception applications must be made on the Common Application Form (available from the Local Authority) by the determined closing date and an offer will be made by the Local Authority on behalf of the school on the National Offer date. Applications received after the closing date will only be considered after all those received by the closing date have been considered. Parents must indicate which category they are applying for and should provide supplemental evidence in support of the application. This will enable the governing body to make an informed decision.

Parents (a parent is determined as a person with parental responsibility) have the right to express a preference for a school of their choice. In the first instance, all preferences expressed will be considered on an equal weighting basis, but where a child is eligible for more than one place it will be the highest ranked school/academy for which they are eligible that they will be offered.

Children who have an Education, Health and Care Plan which names Diamond Hall Infant Academy will be offered a place.

The admissions policy is applied if the number of applications exceeds the number of places available.

The Governing Body intends to admit up to 90 pupils into Reception in September 2020, in accordance with the following criteria, in the following order of priority.

1. **Looked After Children** – This refers to children who are looked after by a Local Authority in accordance with Section 22 of the Children's Act 1989(b) and 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). Parents are asked to send proof as supplemental information with their application form.
2. **Siblings** – Children who have an older sibling attending the Diamond Hall Infant Academy at the time of their admission. Sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister and foster brother or sister living at the same address

as the sibling in school. The child of the parent/carer's partner is also classed as a sibling if the child for whom the place is sought is living in the same family unit at the same address as that sibling.

3. **Feeder school** – Children who attend the Nursery class at Diamond Hall Infant Academy in the previous academic year to admission into Reception.
4. **A sibling link** - Children who have an older sibling attending the Junior school at the time of their admission. Sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister and foster brother or sister living at the same address as the sibling in school. The child of the parent/carer's partner is also classed as a sibling if the child for whom the place is sought is living in the same family unit at the same address as that sibling
5. **Neighbourhood places** – Children living near the Academy will be admitted using the selection criteria measured by the shortest, safest walking distance. Distance will be measured from the centre of the child's home address (including flats) - taken to be the address in which the child mainly resides - to the centre the school – whichever is the closest) using the Local Authority's computerised measuring system (GIS – Geo-Information System). Those living closer to the school will receive the higher priority. **Proof of residency will be sought in the form of a Council Tax Bill or electoral role eligibility. No other means of proving residency will be accepted.** Requests for evidence will be sent to applicants following the national closing date for Reception applications. Reception places awarded under “neighbourhood places” will be offered to those able to provide proof of residency in the first instance.

Tie Breaker: if in any category there may be more applicants than places available, the shortest, safest walking distance from the child's home to the school measured using the Local Authority's computerised measuring system will be used, according to criteria in these categories.

NOTES

If there is an incomplete application for a child, in circumstances where parents cannot agree on a preferred school or the main address where the child resides, the governing body will suspend the application until parents agree. This will mean that if the closing date has passed, your child will not be considered in the admission round and if all places have been allocated then your child will not be given a place.

Information given by parents which is found to be intentionally fraudulent will result in the offer of a place being withdrawn.

The admissions committee is required by law to consider the information supplied on the application form and the supplemental information asked for. It is very important that you take great care to ensure the details you provide are complete and correct before submitting them. Any advice or support you require in completing this form can be sought via the school office.

Parents who are unsuccessful in securing a place for their child at the Academy have a statutory right of appeal. Further details of the appeal process are available by writing to the Chair of Governors at the Academy address. Appeals are heard by an independent panel.

Children who are unsuccessful in securing a place at the Academy will be placed on a waiting list which will be held by the Academy until the end of Year 2, in conjunction with the local authority. Should a place become available then the admissions criteria will be applied to every child on the waiting list at the time of the vacancy.