



Mill Rythe Infant School

ADMISSION POLICY 2024-2025

Document Information

Statutory:	Yes	Created by:	Tracy James
Reviewed by:	FGB	Responsibility:	FGB
Last review:	January 2024	Next review:	January 2025
Review cycle:	Annual	Ratified by FGB:	January 2024
Signature (Chair of Governors):			

Rationale

This policy will apply to all admissions from 1 September 2024, including casual admissions. It will be used during 2024-2025 for allocating places for September 2024 as part of the main admission rounds for Year R. Our Published Admission Number (PAN) is **90**.

The guiding principles of the school admissions policy are that each Hampshire child should be offered a school place; that each school should serve its local community; that as many children as possible attend their parents' preferred school; that siblings as far as possible can attend school together; and that children can benefit from curriculum continuity between schools serving the same catchment area. The policy aims to be clear, fair and objective and complies with all relevant legislation.

Therefore, the aims of the admission criteria are to be clear, fair and objective and comply with all relevant legislation and

- to be easy for parents and schools to understand and operate;
- to enable children, as far as possible, to attend their local school and thereby minimise long or difficult journeys to school;
- to enable siblings, as far as possible, to attend the same school (or infant and junior schools on the same site);
- to promote high educational standards through curricular and pastoral continuity between schools serving the same catchment areas;
- to promote school involvement with the local community.

Admission Criteria

The Governing Body of Mill Rythe Infant School is the admission authority for the school. The admissions arrangements are determined by the Governing Body, after statutory consultations.

The County Council will consider first all those applications received by the published deadline of midnight on 14 January 2024. Notifications to parents offering a primary school place will be sent by the County Council on 18 April 2024.

For the main admission round, all on time preferences will be considered simultaneously and ranked in accordance with the admission criteria. If more than one school can offer a place, the parent's highest stated preference will be allocated.

Mill Rythe Infant School

If the school is oversubscribed, places will be offered in the following priority order. Places for late applications will be allocated using the same criteria:

1. Looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. A looked after child 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). An adoption order is an order under section 12 of the Adoption Act 1976 and under section 46 of the Adoption and Children Act 2002. A 'child arrangement order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989 as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).] Previously looked after children also includes those who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.
2. Children or families who have a serious medical, physical or psychological condition which makes it essential that the child attends the preferred school rather than any other. (Appropriate medical or psychological evidence must be provided in support.) (*See definition (i)*)
3. Children of staff (*see definition (ii)*) who have, (1) been employed at Mill Rythe Infant School for two or more years at the time at which the application for admission to the school is made, or (2) have been recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Children living **within** the catchment area of Mill Rythe Infant School (*see definition iii*), who at the time of application, have a brother or sister (including children living as siblings in the same family unit) on the roll of the preferred school or Mill Rythe Junior School and who will still be on roll at the time of the sibling's admission.
5. Children living **outside** the catchment area of the school who at the time of application have a brother or sister (including children living as siblings in the same family unit) (*see definition (iv)*) on the roll of the preferred school or Mill Rythe Junior School and who will still be on roll at the time of the sibling's admission. [Where a sibling was allocated a place at Mill Rythe Infant school or the linked junior school, Mill Rythe Junior School in the normal admission round in a previous year because the child was displaced (*see definition (v)*) from the catchment school for their address, the application will be considered under 4 above, subject to the siblings still living in the catchment area for the school from which they were displaced. In future normal admission rounds a younger sibling will be considered to have been displaced where they were allocated a place at Mill Rythe Infant School or the linked junior school, Mill Rythe Junior School, under this criterion as a consequence of their elder sibling's displacement are still living in the catchment area for the school from which they were displaced].
6. Children living **within** the catchment area that do not fall within any other criteria.
7. Children living **outside** the catchment area that do not fall within any other criteria.

N.B. School Closures statement.

In the event of a school closure, pupils from the closing school may be given a higher priority (for example this might include the child being treated as in-catchment) within the admission criteria for any school nominated as the receiving school. Specific arrangements will be determined by the Local Authority in accordance with School Admissions Code and will be published at the time for the specific schools affected by a particular closure.

Definitions

- (i) Applicants will only be considered under this criterion if on the application form (online or paper) they have ticked the appropriate box explicitly indicating that they wish for their application to be considered under medical / social need. ‘Medical need’ does not include mild medical conditions, such as asthma or allergies. ‘Social need’ does not include a parent’s wish that a child attends the school because of a child’s aptitude or ability or because their friends attend the school or because of routine childminding arrangements. Priority will be given to those children whose evidence establishes that they have a demonstrable and significant need to attend a particular school. Equally, this priority will apply to children whose evidence establishes that a family member’s physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular school. Evidence must confirm the circumstances of the case and must set out why the child should attend a particular school and why no other school could meet the child’s needs. Providing evidence does not guarantee that a child will be given priority at Mill Rythe Infant School and in each case a decision will be made based on the merits of the case and whether the evidence demonstrates that a placement should be made at one particular school above any other.
- (ii) ‘Children of staff’ refers to situations where the staff member is the natural parent, the legal guardian or a resident stepparent.
- (iii) A map of the school’s catchment area is available on the school’s details page of the Hampshire County Council website www.hants.gov.uk/educationandlearning/findaschool.
- (iv) ‘Sibling’ refers to brother or sister, half-brother or half-sister, adoptive brother or adoptive sister, foster brother or foster sister, stepbrother or stepsister living as one family unit at the same address. It will also be applied to situations where a full, half or adopted brother or sister are living at separate addresses. Criteria 4 and 6 include children who at the time of application have a sibling for whom the offer of a place at Mill Rythe Infant School or the linked junior school, Mill Rythe Junior School, has been accepted, even if the sibling is not yet attending. It also includes, in the normal admissions round, children who have a sibling on roll in Year 2 at Mill Rythe Infant School at the time of application, who are successful in gaining a place at the linked junior school, Mill Rythe Junior School, on the national notification date.
- (v) ‘Displaced’ refers to a child who was refused a place at the catchment school in the normal admissions round having named it in the application and was not offered a higher named preference school. To identify the child’s catchment school please use the following link: www.hants.gov.uk/educationandlearning/findaschool. Note that some addresses are in catchment for more than one school and in this case, displaced refers to a child who was refused a place at any of their catchment schools.

Tie-Breaker	
--------------------	--

If the school is oversubscribed from within any of the above categories or subcategories, straight line distance will be used to prioritise applications; applicants living nearer the school have priority. Hampshire County Council’s Geographic Information Systems (GIS) will be used to determine distances from the Ordnance Survey home address point to the school address point. Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance. Where two or more applicants are equidistant then a random allocation will be made to allocate the final place. An explanation of the method of making random allocations is on the council website.

Permanent Residence	
----------------------------	--

The child’s permanent residence is where they live, normally including weekends and during school holidays as well as during the week, and should be used for the application. The permanent address of children who spend part of their week with one parent and part with the other, at different addresses, will be the address at which they spend most of their time. Where a child’s time is evenly divided between the parents, parents must agree which address they would like to be considered for the purposes of the application. In the event of a dispute, in the absence of a relevant court order, the admission authority will make a judgement about which address applies, taking into account the address

registered with the child's current school, nursery, preschool or childminder, the address registered for child benefit and the address registered with the child's GP.

Multiple Births	
------------------------	--

If the last pupil to be offered a place within the school's published admission number (PAN) is a multiple birth or same cohort sibling, any further sibling will be admitted, if the parents so wish, even though this may raise the intake number above the school's PAN. The PAN will remain unchanged so that no other pupil will be admitted until a place becomes available within the PAN.

Pupils with Statements of Special Educational Needs	
--	--

The governors will admit any pupil whose final statement of special educational needs and children with an Education, Health and Care (EHC) plan names the school.

In-Year Fair Access placements by the local authority	
--	--

The local authority must ensure that all pupils are placed in schools as quickly as possible. It may therefore sometimes be necessary for a pupil to be placed by the local authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with the provisions of any protocol approved by the Admission Forum, based on government guidance. If an admission raises the number on roll above the PAN, no further pupil will be admitted from the waiting list until a place becomes available within the PAN.

Waiting List	
---------------------	--

When all available places have been allocated, schools will operate a waiting list. Parents who wish their child to be included on the waiting list must inform the school in writing. Any places that become available will be allocated according to the criteria of the admission policy with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round. In-year fair access and school closure arrangements will take priority over the waiting list.

The waiting list will be reviewed and revised:

- each time a child is added to, or removed from, the waiting list;
- when a child's changed circumstances will affect their priority;
- at the end of each school year, when parents with a child on the waiting list will be contacted and asked if they wish to remain on the list for the following school year.

Parents may keep their child's name on the waiting list of as many schools as they wish and for as long as they wish.

Deferred Entry to Year R	
---------------------------------	--

Pupils reach statutory school age at the beginning of the term following their fifth birthday, but, in Hampshire, most pupils are admitted as rising fives. Places for pupils whose parents wish to defer entry to Year R may be held open until the beginning of the spring term of the academic year of the child's fifth birthday.

Pupils born between 1 September 2019 and 31 August 2020 (inclusive) are entitled to full-time schooling from September 2024. Parents can request that their child's admission is deferred until later in the school year (usually at the start of a school term and before the end of the academic year), but not beyond the point they reach compulsory

school age, at the beginning of the term following their fifth birthday. Parents can request that their child attends part-time until the child reaches compulsory school age. Children with birthdays between:

- 1 September and 31 December 2019 (inclusive) reach compulsory school age on 31 December 2024, at the start of the Spring term.
- 1 January and 31 March 2020 (inclusive) reach compulsory school age on 31 March 2025, at the start of the Summer term;
- 1 April and 31 August 2020 (inclusive) reach compulsory school age on 31 August 2025, at the start of the new school year.

Parents of children with birthdays between 1 April and 31 August 2020 (inclusive), whose child has not started in a Year R class during the 2024-25 school year, may wish to request admission to Year R in September 2025 rather than admission to Year 1. In these circumstances, all relevant factors will be considered in assessing the request; parents would be expected to state clearly why they felt admission to Year R was in their child's best interests. It is recommended that parents considering such a request contact the local authority in the Autumn term 2023 to ensure that an informed decision is made.

Admission outside normal age group	
---	--

Parents can seek places outside their normal age group. Decisions will be made on the basis of the circumstances of each case; parents may be offered a place in another year group at the school.

Legislation	
--------------------	--

This policy takes account of all relevant legislation including the Education Act 2002, the School Standards and Framework Act 1998, legislation on sex discrimination, race relations, and disability, together with all relevant regulations and the School Admissions Code (DFE 2014).