

# Henry Hinde Junior School



Admissions Policy  
2023-2024

In accordance with the agreed admissions policy of the LA 70 children will be admitted to each year group.

- \* We admit children in the Autumn Term after their seventh birthday.
- \* You may apply to the school, on an application form, during the autumn term of Year 2.
- \* The LA will tell you whether or not a place can be offered to your child by the end of March - before the September when he or she starts.

## **ADMISSIONS CRITERIA**

### **Planned Admission Number (PAN)**

The planned admission number, which represents the number of pupils the school will admit if sufficient applications for places are received, is 70 per year group.

### **Priority Areas**

Each community and voluntary controlled school has an area identified as its priority area (other local authorities refer to catchment areas). A small number of schools share priority areas; these are known as shared priority areas. Full details of priority areas are available on the Warwickshire County Council website and can be viewed using interactive maps:

Junior and Primary School Priority Area Maps - <http://www.warwickshire.gov.uk/mapjuniorprimaryschools>

### **Over Subscription Criteria**

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit. Late applications will be considered after those received on time.

*Note: The Board of Trustees recognise their duty to admit a child with an Education, Health and Care Plan that names the school, if the school can reasonably meet the needs stated in such a plan. This may reduce the number of places available for other applicants.*

1. Children in the care of, or provided with accommodation by, a Local Authority and children who were looked after, but ceased to be so because they were adopted (or become subject to a residence order or special guardianship order);
2. Children living in the priority area who have a sibling at the school at the time of admission;
3. Children living in the priority area who have a sibling at Henry Hinde Infant School at the time of admission;
4. Other children living in the priority area;
5. Children living outside the priority area who have a sibling at the school at the time of admission;
6. Children living outside the priority area who have a sibling at Henry Hinde Infant School at the time of admission;
7. Other children living outside the priority area.

Within each criterion priority is given in order of distance between the child's home and school (shortest distance = highest priority).

Distance will be calculated by the straight line measurement from the applicant's home address (as set by Ordnance Survey)

### **Applications for children to be taught out of year group**

In some situations, parents applying for a school place may wish to request that their child is admitted to a school outside of their normal year group – for example if they are moving from overseas and their child has not been educated in the English school system. For Schools where Warwickshire County Council is the admission authority parents should in the first instance contact Warwickshire's Admissions Service. The request will be discussed with the Principal(s) of the preferred schools with all relevant information taken into account. Each request will be looked at on an individual basis with any decision taken on the basis of what is considered to be in the child's best interests.

### **Waiting Lists**

The school maintains a waiting list of children who have applied for a place at the school, but have been unsuccessful based on the school's oversubscription criteria. This list is maintained until the 31<sup>st</sup> December each year. If parent/s wish a child's name to remain on the waiting list, they must contact Warwickshire Admissions before or shortly after this date.

### **Additional Information**

The definition of a child's home address is where a child normally resides/sleeps when he/she attends school. Addresses of relatives or child minders are excluded. Where a school place is allocated on the basis of an address which is subsequently found to be different from the child's home address that place is liable to be withdrawn.

An offer of a place will take account of a future move involving the child's address, only if the parent provides independent evidence of the move (e.g. tenancy agreement terminating beyond the start of the autumn term or exchange of contracts). This must be confirmed before a date set by Warwickshire County Council.

Where a child lives with two separate parents in separate addresses the qualifying address will be that where the child spends (i.e. sleeps) the majority of the school week. If the child spends exactly equal amounts of time in the two addresses the parents themselves will need to nominate which address they wish to be the child's main address for school admission purposes.

Sibling refers to a brother or sister, a half brother or sister, an adopted brother or sister, a stepbrother or stepsister, living at the same address as the child applying for the place. A sibling connection may not be accepted if the original place was obtained by using fraudulent or false information.

If the final place in a year group is offered to one of twins (or triplets, etc.), then the other twin (triplets, etc.) may be admitted as an exception to the limit on infant class sizes.

### **Appeals**

Should an application for entry be unsuccessful, parents have the right of appeal to an independent panel (see Warwickshire county Council website for more information).

### **Fair Access Protocol**

The school has adopted Warwickshire County Council's policy concerning looked after children and the county's In Year Fair Access Protocol (IYFAP). Please contact County Council for information.

