



Lingfield Education Trust

Proposed Admissions Policy 2020-2021

**Consultation from 5th November 2018
to 14th December 2018**

Comments are not being sought on any area of the arrangements other than the addition of the oversubscription criterion of 'Children in State Care'.

Comments / Queries / Feedback by e-mail to:

enquiries@lingfieldeducationtrust.com

Please make sure the subject line of any e-mail reads:

Admissions Consultation 2018

Lingfield Education Trust Admissions Policy

Admission Number

All schools within the Trust have an admission number (i.e. the number of places available).

For September 2020, the Published Admissions Numbers into Reception Year for each school in the Trust is:

Corporation Road Primary School	45
Heathfield Primary School	60
Hurworth Primary School	30
Mount Pleasant Primary School	30
Northwood Primary School	60
Hemlington Hall Academy, Middlesbrough	60

Process of Application

Applications for places at the schools will be made in accordance with the Local Authority's co-ordinated admission arrangements and will be made on the Primary School Application (PSA) available from and administered by Darlington Borough Council (or Middlesbrough Council in relation to Hemlington Hall Academy). Prospective students and their parents/carers are encouraged to visit the school before making an application.

Consideration of Applications

Where fewer applications than the number of places are received, the school will offer places to all those who have applied.

The Local Authority will consider all preferences for each school if stated on the Primary School Application (PSA) form, against the relevant oversubscription criteria as set out below. When stating a preference parents are entitled to state a reason for doing so, however the only criteria used to allocate places are those detailed below. If there are more applications than the number of places available in a particular school, then the school is deemed to be oversubscribed and the oversubscription criteria will be

applied. In determining admissions, priority will be given to those applications where the (PSA) is received by the published deadline. Applications received after the deadline ('late' applications) will then be considered.

Admissions Oversubscription Criteria

After the admission of children with special educational needs where a school is named on the Education, Health and Care Plan (EHCP), and where the number of applicants is greater than the published admission number, applications will be considered against the criteria set out below, in the following order:

(i) Looked After & Previously Looked After Children

Looked after children and previously looked after but immediately after becoming looked after became subject to adoption, a child arrangement order or special guardianship order.

(ii) State Care outside of England

Children who appear to Darlington Local Authority to have been in state care outside of England and ceased to be in state care as a result of being adopted (see further explanation)

(iii) Medical Reasons

Children with very exceptional medical factors directly related to the school placement. Applications under this criterion should be supported by written evidence from a professional practitioner (see further explanation).

(iv) Family Links

Children who have a brother or sister already attending the school and who are expected to be on the roll at the time of admission (see definition]

(v) Rural

Children living within the Rural Wards of the Borough of Darlington who have been unsuccessful in obtaining a place at one of their preferred schools AND for whom the nearest alternative school would otherwise be more than two miles from their home will be given priority over other children for places at certain schools (see "Rural Wards" explanation).

(vi) Distance (Rural Wards of Darlington Borough Council) - Children who live nearest the preferred school measured from the front door of the home address (including flats) to the main school gate, via the shortest route which is paved/tarmaced*. This will be based on the home address of the child. To remain consistent the Authority uses a Geographical Information System to measure all distances.

(vi) Distance (Urban Wards of Darlington Borough Council) - Children who live nearest the preferred school measured from the front door of the home address (including flats) to the main school gate, by the shortest walking route. This will be based on the home address of the child. To remain consistent the Authority

uses a Geographical Information System to measure all distances. The Authority's priority when measuring a route is to identify the shortest route judged to be safe (safe is lit at regular intervals, paved/tarmaced). The Local Authority accepts there may be exceptions and will treat each case on its merits.

*In the rural wards, the Council is aware that the shortest route may not be a safe route to walk. Therefore, if a child living in a rural ward, is successful in gaining a place at a school; where the route taken when measured by the Local Authority, is paved/tarmaced but not also lit at regular intervals, then the Local Authority will provide assistance with transport, even if it is less than the statutory duty for a child of the appropriate age.

A copy of the map is available in the Guide for Parents and on the Council's website.

Definitions/Explanations

Looked After & Previously Looked After Children

- 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 46 of the Adoption and Children Act 2002.
- A **child arrangement order** is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989.
- A **special guardianship order** is an order appointing one or more individuals to be a child's special guardian or guardians.

State care outside of England

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

Medical Criterion

If a parent states a preference for any of the 3 maintained schools and indicates their reason for doing so is 'medical', then they will be required to send a supporting letter from a professional health care practitioner. The supporting evidence should set out

the particular reasons why the preferred school is the most suitable and why other schools could not provide the appropriate support for the child. Where further information is sought by the local authority to understand how the child's condition may affect their admission into school, permission will be sought from the child's parent.

Family Links

Children have a family link if:

- They are half or full brother or sister;
- They are adoptive brother or sister;
- They are a foster brother or sister;
- Their carers are married/co-habiting and children live together in the same household;
- They are children of the same household (e.g. carers have special guardianship/child arrangement order).

Home Address

The home address is used for applying the admissions criteria. This means that when a parent states their school preferences they must give the home address at the time of application. Parent/carers must not give the address of childminders or other family members who may share in the care of their child. For parents/carers who may have more than one property, reference should only be made to the property in which they and the child(ren) mainly reside (Monday to Friday). Similarly where parents/carers are separated and the child lives for periods with both, then the home address will be where the child mainly resides Monday to Friday or where a court has determined it should be.

If the main address has changed temporarily, for example where a parent/carer resides with extended family during a period of sickness or takes up temporary accommodation due to building works/renovation, then the home address remains that at which the parent/carer was resident before the period of temporary residence began. However, if they have sold your property (exchanged contracts) and have moved into temporary accommodation, then they will be required to provide evidence of their situation and a decision will be made based upon the evidence provided.

Consideration of late applications

If parent/carers believe that there are exceptional/individual circumstances which prevented submission of an application form by the stated deadline, e.g. families who have moved into the area after the closing date or if they are a single parent and have been ill for some time or have been dealing with the death of a close relative, then they must provide clear evidence for the Local Authority.

The Authority will then consider each application on an individual basis subject to verification. If the Authority decides that the reason given is unacceptable then the application will be considered after the applications received by the deadline and the decision of the LA will be final. These applications will be considered up to and including the stated deadline in January in the Guide for Parents. Further applications received after the January date will only be considered once the process for allocating places has been applied to those applications received by the deadline.