

Cottons Farm Primary Academy

ADMISSIONS POLICY 2024/25

Updated 10/ 2022



THE HARMONY TRUST

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Pupil Admission Number 15

The Harmony Trust operates its admission procedures in accordance with the policy laid down by the Board of Trustees and in line with relevant LA statutory requirements. This policy will not discriminate on grounds of race, religion, disability, special need or ethnic origin. Wherever possible it is recommended that an academy contacts the pupil to be admitted to ask if the child has any special educational needs or special requirements prior to arranging an admission date within the required period.

Where a consultation request for a school place for an SEND child is received, each academy will make an assessment of the contextual factors placed upon the academy and in particular cohorts in relation to the request. Where leaders are considering declining the request as they feel the child's needs cannot be met, academy leaders must contact the Head of Inclusion before responding to the consultation request. A request should not be declined on the grounds that an academy feels they cannot meet a child's special, social, education or behaviour needs or because they have a history of disruption. Whilst consideration will always be given to staffing needed to support applications for pupils with SEND, equipment and environmental needs, the inclusion team will work with leaders to consultation with the local authority about how additional resources can be provided. Similarly our Trust values demonstrate our willingness to consider offering new opportunities to pupils who may have previously experienced difficulties, including behavioural issues, where it is reasonable to do so. Parents/carers and pupils may be asked to make agreements as to future conduct and attendance, but such an agreement will not be used as a condition of entry.

The Harmony Trust have adopted the authority's admissions policy.

As the admissions authority, the Trust gives priority to children whose parents have applied for a place, by December of that year (exact date to be set by DCC) at the school they would like their child to attend. Academies do not always have enough places available for every child whose parents have applied for a place. If this happens, the trust have to use an order of priority for admissions as shown below.

Admissions Arrangements

If the school is oversubscribed, after the admission of pupils with a Statement of Special Educational Need, or an Education Health and Care Plan (EHC) where the school is named in the Statement or EH&C plan, priority for admission will be given to those children who meet the criteria set out below, in order:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, 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), or (c) appears to Derby City Council 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 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.

2. Children who are both living in the catchment area served by the academy and have brothers or sisters* of compulsory school age still attending the academy at the time of their admission.
3. Other children living in the catchment area at the time of admission. The Trust will assess applications from the address the parents are living at the closing date, and will reassess applications on the National Offer Date, in the case where parents have moved after the closing date but before the offer date.
4. Children who do not live in the catchment area served by the academy but who have brothers or sisters* of compulsory school age attending the academy at the time of their admission.
5. Other children whose parents have requested a place
6. Children whose parents did not request a place by the date set

For the purposes of admissions, we class a brother or sister as having:

- One or both natural parents in common
- Are related by a parent's marriage or are
- Adopted or fostered

Note: a brother or sister must be living at the same address. Cousins are not classed as brothers or sisters.

For categories 2 to 6, when the Trust have to make a choice between children who meet the same criteria, they will give priority to the child living nearest the school, measured from the centre of the main 'dwelling' to the school using the national Ordinance Survey set points.

For category 6, we will allocate places in the same order of priority as for categories 2 to 5. Where children in category 6 have the same priority, they will allocate places to those living nearest to the school, measured by a straight line. The line will be measured from the centre of the main 'dwelling' to the school using the national Ordinance Survey set points. They will give pupils who have a statement of special educational needs priority admission over all others when they think their needs can be best met in a particular school.

The Academy / Council will keep a waiting list of children who have not been offered places at the academy. They will rank the children according to the order of priority that we use when schools first allocate places as new pupils go on to, or come off, the waiting list. Outside the normal admission round, first priority will be given within categories 3-6 to pupils who have not been on a city school roll during the academic year of application.

Applications will be dealt with using the address where the child resides at the closing date. Reassessment of any new address will then be made after provisional offers have been decided. If you do move out of your local school's catchment area after the closing date and before your child is due to start there, contact the Admissions Team to check if the school can still offer your child a place.