

Proposed: Birmingham School Admission Criteria September 2023/2024

School name	Leigh Primary School
School address	Leigh Road, Washwood Heath, Birmingham, B8 2YH
Head Teacher	Miss S Prince
Tel no:	0121 464 2621
Admission Number	60

	<p>Arrangements for applications for places at Leigh Primary School will be made in accordance with the relevant Local Authority's (LA's) co-ordinated admission arrangements and will be made on the Common Application Form provided by Leigh Primary School.</p> <p>Leigh Trust will use the LA's timetable for applications to Leigh Primary School each year (exact dates within the months may vary from year to year). This will fit in with the timetable for the co-ordination of admission arrangements agreed following consultation, within the LA.</p> <p>If the number of applications for admission to the primary school is greater than the published admissions number, applications will be considered against the criteria and order set out below:</p>
Criteria	<ol style="list-style-type: none">1. Looked After Children LAC, children who have been previously looked after PLAC and Internationally Adopted and previously Looked After Children IAPLAC. (pursuant to the Admissions Code)
	<ol style="list-style-type: none">2. Children of staff at the school where there is a demonstrable skill shortage – children of members of staff will have priority in the oversubscription criteria if the staff member is filling a post for which there is a demonstrable skill shortage. The academy is required to approve the Head Teacher's designation of such posts and confirm the assessment that a member of staff appointed meets the requirements of the shortage. Priority will be limited to one place for each form of entry in any year.
	<ol style="list-style-type: none">3. Children who at the time of the admission have a sibling who attends the academy. For this purpose, "sibling" means a whole, half or step-brother or -sister or an adopted child resident at the same address. In respect of applications to the primary school, the fact that an applicant has a sibling attending the nursery school will not be a factor giving rise to priority. In the case of twins or brothers

	and sisters in the same year group, where there is only one place available in the academy, both will be considered together as one application.
	4. Children of staff in the school - Where there is no demonstrable skill shortage, priority may be given where the academy is oversubscribed to a child of a person who will have been employed in the academy for two or more years at the time the application for admission is made. Priority will be limited to one place for each form of entry in any year.
	5. Distance measurement - A child's home will be the address at which the child normally resides and which has been notified to the Academy and other relevant agencies as being the child's normal place of residence.
	Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight-line measurement between home and academy.
Children with a statement of special educational needs/EHC Plan	Any child with a statement of special educational needs/Education Health and Care Plan is required to be admitted to the school that is named in the statement/plan. This gives such children overall priority for admission to the named academy. This is not an oversubscription criterion.
Looked after or previously looked after children or Internationally adopted or previously looked after children	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 including 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 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). 90 An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements 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 14 of the Children and Families Act 2014. 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)
Sibling	Siblings (brothers or sisters) are considered to be those children who live at the same address and either: i. has one or both natural parents in common; or ii. are related by a parent's marriage;

	<p>or iii. are adopted or fostered by a common parent.</p> <p>Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.</p> <p>Children not adopted or fostered or related by a parent's marriage or with one natural parent in common, who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.</p>
Distance	<p>Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main Entrance-Warren Road. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the academy.</p>
Shared Responsibility	<p>Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, then the main residence will be determined as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used.</p>
Final Qualifier	<p>In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria.</p> <p>For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.</p> <p>In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.</p>
Waiting Lists	<p>Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme, the Academy will operate a waiting list. Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate. This will be maintained by the Academy and it will be open to any parent to ask for his or her child's name to be placed on the waiting list following an unsuccessful application.</p> <p>A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in the</p>

	<p>paragraphs above. When places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria.</p>
<p>Appeals</p>	<p>Appeals are administered by the Local Authority for this Academy. Parents who wish to appeal against the decision to refuse their child admission should visit: www.birmingham.gov.uk/schooladmissions</p> <p>Appeals are considered by an Independent Panel.</p>
<p>In Year Applications</p>	<p>Applications made outside the normal admissions round (in-year admissions) should be made directly to the academy. Parents/carers can apply for a place for their child at any time and to any academy. On receipt of an in-year application, the academy will notify the local authority of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of academy places in Birmingham.</p>
<p>Deferred Entry/Applications for children to be admitted into a class outside their normal Year group</p>	<p>Deferred Entry</p> <p>Parents can request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age.</p> <p>Applications for children to be admitted into a class outside their normal Year group</p> <p>Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or that the child is summer born, i.e. a child born between 1st April and 31st August. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request.</p> <p>The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher.</p> <p>If the request is refused, the original application for the normal age group class will progress through the Local Authority co-</p>

	<p>ordinated admissions scheme, be considered by the Academy Trust and the parents advised of the outcome.</p> <p>If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome.</p> <p>If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. Reception in September 2024, then the original application is withdrawn and the parents must submit a fresh application for Reception 2024 when applications open in the autumn term of 2023. Please note that parents only have the right to re-apply for a place. Where the Academy Trust agrees to consider an application for Reception the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance.</p> <p>If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE guidance which can be found at: https://www.gov.uk/government/publications/summer-born-children-school-admission</p>
Fair Access Protocol	<p>The Academy Trust of Leigh Primary School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Academy Trust is able to give priority to a child where admission is requested under any locally agreed protocol. The Academy Trust has this power, even when admitting the child would mean exceeding the published admission number subject.</p>
Nursery	<p>It should be noted that attendance/enrolment in the nursery will be distinct and separate and have no relevance to attendance in the Primary or other sections of the Academy for which a separate application must be made in accordance with the LA's co-ordinated admissions arrangements. No appeal will be allowed against the refusal of a place in the nursery.</p> <p>Oversubscription - If the nursery is oversubscribed, priority will be given to children with Statements of Special Educational Needs where the nursery is named on the Statement. The remaining places will then be offered in accordance with the oversubscription criteria which applies to the Academy as a whole, except that sibling priority will only apply where at the time of application a sibling currently attends the Academy nursery or primary school.</p> <p>Waiting list - The nursery will keep a waiting list which will be</p>

	used to fill casual vacancies occurring as a result of an enrolled child leaving during the academic year or withdrawing from a place that has been offered. The list will be compiled in accordance with the Admissions Code so that children will be ranked in line with the Academy's oversubscription criteria. There will be NO right of appeal against the refusal of admission of a nursery place.
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* No supplementary information form is used at Leigh Primary School.