

Admissions Policy

Firs Primary School

2025 -2026



School name	Firs Primary School		
School address	Dreghorn Road, Birmingham, B36 8LL		
Headteacher	Mr D Fance	Tel no:	0121 464 3792
Admission Number	30		

This policy is based on the following advice from the Department for Education (DfE):

- *School Admissions Code*
- *School Admission Appeals Code*

The school is required to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

As an academy, the school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

This policy complies with our funding agreement and articles of association.

General Criteria for Admissions	<ol style="list-style-type: none"> 1. Looked after or previously looked after children. 2. Children with a brother or a sister already at the academy who will still be in attendance in September 2025. 3. Children who live nearest the academy. <p>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.</p>
Children with an Education, Health and Care Plan	<p>Any child with an Education, Health and Care Plan is required to be admitted to the academy that is named in the plan. This gives such children overall priority for admission to the named academy. This is not an oversubscription criterion.</p>
Looked after or previously looked after children	<p>Looked after and previously looked after children</p> <p>Children who are looked after or immediately after being looked after became subject to an adoption, child arrangement order or special guardianship order. This includes any child / young person who is subject to a Full Care Order, an interim Care Order, accommodated under Section 22(1) of the Children Act 1989, is remanded, or detained into Local Authority accommodation under Criminal Law or who has been placed for adoption.</p> <p>Evidence may be requested from carer's whose children are looked after or were previously looked after by another Local Authority.</p> <p>Children adopted from state care outside of England</p> <p>Children who appear (to the Governing body) to have been in state care outside of England and ceased to be in state care as a result of being adopted will be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). These children are referred to as internationally adopted previously looked after children – "IAPLAC".</p> <p>Evidence will be required from the carer confirming that their child meets the above criteria in accordance with the DfE's non-statutory guidance on the admission of IAPLAC.</p>
Sibling	<p>Siblings (brothers or sisters) are considered to be those children who live at the same address and either:</p> <ol style="list-style-type: none"> I. have one or both natural parents in common; <i>or</i>

	<p>II. are related by a parent's marriage; <i>or</i></p> <p>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 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 a point decided by the academy – this is the front gates of the school on Dregghorn 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>Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.</p>
Appeals	<p>Appeals are administered by the Local Authority for this school. Parents who wish to appeal against the decision to refuse their child admission should visit:</p> <p>www.birmingham.gov.uk/schooladmissions</p> <p>Appeals are considered by an independent appeals panel.</p>

In Year Applications	<p>You can apply for a place for your child at any time outside the normal admissions round. Applications made outside the normal admissions round (in-year admissions) should be made directly to the 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. As is the case in the normal admissions round, all children whose statement of SEN or EHC plan names the school will be admitted.</p> <p>Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place. If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed below. Priority will not be given to children on the basis that they have been on the waiting list the longest.</p>
Deferred entry and Admission of children outside their normal year group	<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>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 Governing Body 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 Governing Body 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-ordinated admissions scheme, be considered by the Governing Body 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,</p>

	<p>then the application will be considered by the Governing Body 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 2025, then the original application is withdrawn and the parents must submit a fresh application for Reception 2026 when applications open in the autumn term of 2026.</p> <p>Please note that parents only have the right to reapply for a place. Where the Governing Body 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:</p> <p>https://www.gov.uk/government/publications/summer-born-children-school-admission</p>
Fair Access Protocol	<p>The Governing Body of Firs 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 Governing Body can give priority to a child where admission is requested under any locally agreed protocol. The Governing body has this power, even when admitting the child would mean exceeding the published admission number</p>

*Appeals for Firs Primary School places are submitted to Birmingham City Council in line with the timelines published on BCC website (link at the start of this document).