

Veritas Multi Academy Trust

Admissions Arrangements 2018-19



Before the application of oversubscription criteria, children with a **statement of special educational need or Education (SSEN), Health and Care Plan (EHCP)** which names the school will be admitted. As a result of this, the published admissions number will be reduced accordingly.

Students will be admitted to the Reception Class before their fifth birthday. Usually, children will enter the Reception Class at the start of the academic year (September 2018 – August 2019) that they have their fifth birthday.

The published admission number of admissions for year commencing September 2018 will be 60.

In the event of over subscription, the following criteria apply in the following order of priority:

1. Children in Local Authority Care – a child under the age of 18 years for whom the Local Authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order (as defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989.)

2. A brother or sister attending Warden House Primary School when the child starts. In this context, 'brother or sister', means a child who lives as a brother or sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers and sisters and foster brothers and sisters.

3. Health and Special Access Reasons – medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend Warden House Primary School. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend this particular school. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and Warden House Primary School.

4. Nearness of children's homes to school - The school uses the measurements provided by the Local Authority who use the distance between the child's permanent home address and the school, measured in a straight line using Ordnance Survey address point data. Distances are calculated from a point defined as within the child's home to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody. A child's home is considered to be a residential property that is the child's only or main residence (not an address at which the child may sometimes stay or sleep) and which is either owned by the child's parent, parents or guardian or leased or rented to them under a lease or written rental agreement. Where partners live apart but share responsibility for the child, and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of week days.

5. The tie-breaker for all arrangements will be distance. In a tie breaker situation the proximity of an applicant's home to the school will be the decider. If in the event that more

than one applicant lives the same distance from home to the academy (as measured by the local authority), then a random selection will be applied and independently supervised.

Applications for entrance into Warden House Primary School should be made through Kent Primary Admissions Scheme. You will be required to complete the Reception Common Application Form (RCAF) either online through the KCC website or by completing a paper form available from October 2015 at Kent primary schools or the Local Authority Admissions Office. The application process will open in early November.

Late applications will be placed on a waiting list and places allocated based on the above criteria.

After a place has been offered, the school reserves the right to withdraw the place in the following circumstances:

1. When a parent has failed to respond to an offer within a reasonable time.
2. When a parent has failed to notify the academy of important changes to the application information.
3. The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

If you have not been offered a place you can request to be placed on the school's Waiting List. The school's Waiting List will be re-ranked, in line with the published oversubscription criteria, every time a child is added.

Parents of Reception age children have the right of deferment of entry or to take the place up part-time, until the term in which the child reaches compulsory school age. Parents should contact the Principal to discuss a request to take up a place part-time or for a deferment.

Parents are entitled to request admission **outside of the normal age group**. If this is the case they must state this clearly at point of application. Parents should contact the Principal to discuss and submit a request for admission out of the normal age group, but should continue to make an application for their child's normal age group at the usual time. The decision on their request will be made prior to any offers of admission. If a request is agreed, the application for admission to their normal age group will be withdrawn and a new application must be made the following year.