



## **Austrey Church of England Academy**

### **Admissions Policy 2021/ 2022**

We welcome children of all faiths, backgrounds and beliefs into our inclusive community. We seek inspiration from the life and teaching of Jesus Christ to help our children achieve their full potential. We uphold the distinctive Christian ethos and values of the academy when making all decisions and implementing policy and practice. We aim to provide a caring and stimulating environment which promotes a love of learning whilst seeking to inspire every pupil to become a well-motivated, independent and resourceful learner.

#### ***Aims and objectives***

We seek to be an inclusive school, welcoming all children.

All applications will be treated according to the over subscription criteria.

The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available.

The priority area for Austrey covers the village of Austrey itself. There is also a link that can be found on the [Warwickshire.gov.uk](http://Warwickshire.gov.uk) website (infant and primary priority areas map).

In the event that a school is **oversubscribed**, then the following oversubscription criteria will be used when allocating places.

- 1 Children looked after by a Local Authority (in accordance with section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.
- 2 Children living in the priority area who have a sibling in school at time of admission
- 3 Other pupils living in the priority area
- 4 Children living outside the priority area who have a sibling at school at time of admission
- 5 Other children living outside the priority area.

Definition of sibling, defined as; a brother or sister, a half brother or sister, an adopted brother or sister, a step-brother or sister, or the child of the parents' partner, where the child for whom the school place is sought is living in the same family unit and at the same address as that sibling.

A child's level of ability is irrelevant to this school's admissions policy, however if a child has an EHCP which names the school they will be admitted.

### ***How parents can apply for their child to be admitted to our school***

Our school is an academy and the school determine the admission arrangements in agreement with the local authority (LA). The Admissions Authority for our school is the academy itself (with deferred responsibility from the BDMAT)

However the LA carry out admissions on behalf of the MAT, which publishes its entry regulations every year. Parents can receive a copy of these regulations directly from the LA. The LA also cover our in year applications.

The LA's annual admissions prospectus informs parents how to apply for a place at the school of their choice, [\*\*www.warwickshire.gov.uk/admissions\*\*](http://www.warwickshire.gov.uk/admissions).

Parents have a right to express their preference, but this does not, in itself, guarantee a place at that particular school.

In this area, children enter school at the start of the academic year in which they become five. There is one admission date per year, early in September (i.e. when the autumn term begins). Therefore, parents who would like their child to be admitted to this school should ensure that they complete the necessary online application by the date stipulated in January of year of admission.

### ***Admission of children below compulsory school age and deferred entry:***

- By law, parents must ensure that their children are receiving suitable full-time education at the beginning of the term after their 5th birthday (the time when the child reaches compulsory school age). The Local Authority, however, offers places for children to be admitted to Reception Class in the September at the start of the academic year in which they reach five years of age.
- Parents may **defer** their child's admission to primary or infant school until later in the school year, but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year of which the offer of a place was made.
- A parent has the right for their child to be admitted on a **part-time basis** during the Reception year but not beyond the point that they reach compulsory school age.

The LA informs the parents about which school has been allocated to their child.

### ***Waiting lists***

Any child who is refused a place at this school will be automatically added to the school's waiting lists. Waiting lists will be held by Warwickshire's Admissions Service.

Waiting lists are compiled in strict priority order against the published oversubscription criteria. Offers will be made from the waiting lists as vacancies arise. A child's position can move both up and down the waiting list as other children are added to the list. Late applicants are not penalised they are added to waiting lists, and the amount of time a child has been on a school's waiting list is irrelevant.

Waiting lists will be held until the end of the autumn term. Parents/Carers will be responsible for contacting Warwickshire's Admissions Service should they wish for their child to remain on the waiting list after this time and will be required to complete a new in year application form.

### ***Admission appeals***

An application will be refused if it breaches the planned admission number for admittance given below. To go beyond this number would, prejudice the education of pupils already in the school.

If parents wish to appeal against a decision to refuse entry, they can do so by applying to the school. An independent panel, organised by the Birmingham Diocese considers all such appeals, and its decision is binding for all parties concerned. If the appeals panel decides that the school should admit a child to whom a place has been refused, then the school will accept this decision and continue to do everything possible to provide the best education for all the children in our school. For the Appeals time table see Appendix A

### ***The PAN (Planned Admissions number)***

The 'PAN' is the number of children which the LA considers the school can accommodate. Our PAN is 15. We keep this number under review, and the governors may apply to change the number if circumstances change.

### ***Sizes of classes for infants***

We teach Foundation Stage and KS1 children (aged five to seven) in classes that have a ratio of no more than one teacher: 30 pupils. The Governors and Head Teacher will endeavour to keep KS2 children (aged 7 to 11) in classes under 30 where possible.

### ***Monitoring and review***

This policy will be monitored by the governing body, who will always take due note of the guidance provided by the Local Admissions Forum. The policy will be reviewed annually, or earlier in the light of any changed circumstances, either in our school or in the local area.

### ***Fair Access Protocol***

We confirm that the Governing Body recognises its duty to comply with the Local Authority Fair Access Protocol to provide fair access to school for pupils who need a school place because they have missed, or are at risk of missing, education.

## Appendix A

### **TIMETABLE for CHURCH OF ENGLAND BIRMINGHAM INDEPENDENT ADMISSION APPEALS 2020-21** v2

*This updated version of the timetable follows guidance received from the DfE on 24 April 2020 on the effect of the temporary regulations on hearing appeals issued by them in response to the Coronavirus pandemic. The new temporary regulations provide more flexibility for admission authorities to set new or revised deadlines for submitting an appeal.*

---

**Appeal applications** should be made in writing to the Chair of Governors for any Church of England Birmingham school which is its own Admissions Authority (any Academy or Voluntary Aided school). Please ask the school/Academy for an Appeal Form. You must give written reasons for your appeal. For any other type of school, application should be made to the Local Authority within which the school is situated.

Once an appeal has been lodged, appellants will receive at least 14 calendar days written notice of their appeal hearing date (although candidates can waive their right to this). Appeal papers will be sent to all parties at least 5 calendar days prior to the appeal hearing.

If you would like to submit additional evidence prior to the appeal hearing, you should ensure that this is submitted to the Appeal Clerk at least 7 calendar days prior to the appeal hearing. Decision letters will be sent within 7 calendar days following the hearing, where possible.

#### **Admission Appeals for children due to start Infant, Junior or Primary School in September 2020**

If your child is due to start Infant (Reception entry), Junior (Year 3 entry) or Primary School (Reception entry) in September 2020, you may appeal if you were refused a place at one of your preferred schools.

National Primary Offer Day – Thursday, 16 April 2020.

Deadline for lodging appeals – Monday, 18 May 2020.

Appeals received by Monday, 18 May 2020 will be heard, where possible, by Friday, 17 July 2020 (except appeals for Warwickshire schools which will be heard, where possible, by Tuesday, 01 September 2020).

Appeals received after Monday, 18 May 2020 (late appeals) will be heard by Friday, 17 July 2020 (or Tuesday, 01 September for Warwickshire schools) where possible, or within 30 school days of the appeal being lodged (whichever is later).

*Please note that it may not be possible to hear late appeals before the start of the new school year in September 2020.*

#### **In-year Admission Appeals**

If your child has been refused a place at one of your preferred schools (primary or secondary) **outside the normal round of admissions** (ie at any time other than as above), you may appeal within 28 days of the refusal of the place. Your appeal will, where possible, be heard within 30 days of being lodged.

In-year Appeal applications must be made in writing to the Chair of Governors for the school. Please ask the school for an Appeal Form.

