

OVER-SUBSCRIPTION CRITERIA COMMUNITY AND VOLUNTARY CONTROLLED INFANT, JUNIOR AND PRIMARY SCHOOLS

A child will be admitted to a school into the National Curriculum Year relevant to the child's age.

Statutory School Age

There is a legal requirement that all children attend school or receive suitable education once they reach five years of age. The actual points at which each child reaches this statutory school age are set out in the table below. In the East Riding of Yorkshire, all infant and primary schools' admission arrangements provide for children to start school earlier than required by law.

There are two different ways that schools in the East Riding admit pupils to their Reception classes.

Early Admissions

Children starting in Reception at a school which has early admissions will normally be admitted to the school at the beginning of the school year in which the child becomes five years old.

Three Term Admissions

Children starting in Reception at a school which has three term admissions will be admitted to the school as set out in the table below.

Child's fifth birthday (inclusive dates)		Child reaches statutory school age	Child starts school
From	To		
1 September 2010	31 December 2010	1 January 2011	Autumn term 2010
1 January 2011	31 March 2011	1 April 2011	Spring term 2011
1 April 2011	31 August 2011	1 September 2011	Summer term 2011

Delayed Admission

Parents can arrange to delay their child's entry to school. For example, parents could ask for their child not to start school until January instead of September. However, parents should be aware that their child's admission to a school cannot be delayed beyond the date that the child reaches statutory school age and if admission is deferred to the following school year, the child may lose their place at the school.

Children with Statements of Special Educational Needs

Applications received relating to children with statements of special educational needs will be dealt with in accordance with the Code of Practice on Special Educational Needs. Where a school is named in a child's statement of special educational needs, the local authority and the school have a duty to admit the child.

Siblings

For the purposes of these school admission arrangements, the term “siblings” refers to children living as part of the same family unit at the same address. A family unit consists of children and their parents/carers. The term “parent/carer” includes any person who is the birth parent, person with parental responsibility, special guardianship or who has care of that child.

Siblings in the Same Year Group (e.g. twins, triplets, etc)

Special arrangements apply for siblings who are to be admitted to a school in the same year group. If there are insufficient places available for more than one sibling in the same year to be accommodated, the admission number will be exceeded to allow them to be placed at the school unless this would lead to the statutory limit on infant class sizes being exceeded.

Measurement of Distance from Child’s Home to School

Where the distance from the child’s home to the school has to be measured, the distance measured is the shortest available route using the public road network from the normal point where the child joins the public highway to the nearest approved entry point to the school’s site. For St. Nicholas Primary School in Beverley and North Ferriby CE VC Primary School, which have split sites, the distance will be measured to the nearest approved entry point to the school’s site appropriate for the child’s year group. The distance will be measured on a computerised GIS mapping system using Ordnance Survey information.

A child is normally deemed to be resident with their parents/carers. If a child has more than one home address, the applicant must use on the application form the address at which the child lives for the majority of the school week. Documentary evidence may be required to show that the child is resident at the address named on the application form.

Allocation of Places

The criteria set out below will be used to prioritise all applicants who have applied for a place at the school. The number to be given places at the school will be limited to the published admission number for that school unless there are exceptional circumstances. Once all applicants have been prioritised in accordance with these admission arrangements, decisions about which children will be given places at the school will be made in accordance with the co-ordinated scheme or schemes for school admissions applicable to the applicant concerned.

Criterion (i) – Places will first be given to children who are looked after by a local authority.

A looked after child is a child who is in the care of the local authority or is provided with accommodation by that authority (see section 22 of the Children Act 1989). Any application submitted for a child who is looked after by a local authority should be supported by the authority’s Children’s Services Department.

Criterion (ii) – Places will next be given to children who live in the school’s designated catchment area.

Information about catchment areas can be obtained from the Admissions Team or from the school. The child concerned must be resident in the catchment area by 29 January 2010 to qualify under this criterion.

If the number of applicants meeting the first two criteria is greater than the published admission number, priority will be given to those who meet Criterion (i); and those who fulfil Criterion (ii) will be prioritised using Criteria (iii), (iv) and (v).

Criterion (iii) – Places will next be given to children who have a sibling attending the school in Reception or Years 1 to 5 (Reception or Year 1 for infant schools).

If the number of applicants meeting Criteria (i), (ii) and (iii) is greater than the published admission number, priority will be given to those fulfilling Criteria (i) and (ii) and those who fulfil Criterion (iii) will be prioritised using Criteria (iv) and (v).

Criterion (iv) (junior schools only) - Places will next be given to children who have attended one of the school's named feeder infant schools since the beginning of National Curriculum Year 1.

To qualify, the child must have attended the infant school from the start of Year 1, the school year in which the child becomes six years old. Attending a "feeder" school does not guarantee a child a place at the junior school. If the number of applicants meeting Criteria (i), (ii), (iii) and (iv) exceeds the published admission number, priority will be given to those fulfilling Criteria (i), (ii) and (iii); and those who fulfil Criterion (iv) will be prioritised using Criterion (v).

Criterion (v) - Places will next be given to those children who live closest to the school. The distance from the child's home to the school will be measured and priority will be given to those living nearest to the school.

Waiting Lists

For schools which are over-subscribed, waiting lists of unsuccessful applicants will be drawn up after the allocation of places. Children placed on the waiting list will be prioritised using the criteria set out above. In ordering the waiting list, no value will be placed on the date on which the application was received. If places are not taken up or children in the relevant year group leave the school later on and pupil numbers fall below the published admission number, places will be offered to those receiving the highest priority on the waiting list.

If the applicant has not named their catchment area school as their preference on the application form, their child's name will be put on the waiting list for their catchment area school if it is an East Riding of Yorkshire community or voluntary controlled school.

These waiting lists will only be maintained until the beginning of the school year. After that time the applicant must contact the Admissions Team in writing at the beginning of each term if they want to keep their child's name on a waiting list.

Appeals

Applicants refused a place at a school for their child will be given the right to appeal. Appeals will be heard by independent admission appeal panels. Applicants will be able to appeal once for a place in a given year group at a given school in any one school year. Further appeals for the same year group at the same school in the same school year will only be authorised if the appellant can show that there has been a significant change in their circumstances which materially affects their case for

a place at the school, or if new information comes to light which was not available at the first hearing and which materially affects the appellant's case for a place at the school.