



Admissions Policy Admissions Policy 2022-23

These admission arrangements were agreed following consultation in 2018.

They have been revised with effect from December 2021, in order to comply with the mandatory requirements of the School Admissions Code 2021.

The Trustees, as the Admissions Authority, are committed to comprehensive, non-selective education and propose to achieve this through the following criteria:

Admission to Rosendale Primary School

Planned Admission Number (PAN): The Planned Admission Number (PAN) for Rosendale Primary School is 90. The PAN refers to the number of children who may be admitted to the first year of entry in any academic year.

Transfer from a nursery class: children who attend a nursery school class at Rosendale Primary School will not automatically transfer to the main school. Parent/carers must apply separately via Lambeth/home authority admissions.

Oversubscription

The Trust will offer places up to and including the PAN. Where there are more applicants than places then the following oversubscription criteria will apply. These are ranked in order of priority:

1. **Looked after children (LAC):** children who are in the care of a Local Authority or provided with accommodation by a Local Authority in the exercise of their social services functions¹ at the time of making an application to the school; and children who were previously looked after, but ceased to be so because they were adopted² (or became subject to a child arrangements order³ or special guardianship order⁴); and children 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 adopted⁵.

2. **Siblings:** children with a brother or sister who already attends the school, and who will not have left the school at the time of admission. As a result siblings in the nursery or Year 6 will not be regarded as a sibling under this criterion. A sibling is defined as a full/half/step brother or sister (who are living at the same address in all instances) or a child who is living as part of the family by reason of a court order, or a child who has been placed with foster carers at that address as a result of being looked after by the Local Authority. However, children who are looked after under an agreed series of short-term placements (such as respite) will not be regarded as siblings under this criterion.

3. **Children with exceptional medical or social needs:** children with a professionally supported medical or social need, whose application identifies Rosendale Primary School as especially able to meet that need. This criterion will also take into account where a parent/carer has a physical, mental or social need that is significant and demonstrable for their child to attend Rosendale Primary School. This does not include childcare arrangements. The decision to prioritise on these grounds will be determined via MEDSOC panel, which is composed of members of the council's senior management as well as senior school staff. Documents from an appropriate professional (e.g. GP, consultant or social worker letter or report, not including general information from a website) must support these applications. However, any supporting evidence does not automatically mean that applicants will gain priority in this criterion as the decision to prioritise under this criterion will solely rest with the MEDSOC panel.

4. **Children of staff at the school:** applications for children of staff at the school. A member of staff for the purposes of this criterion must be employed by the Trust for a minimum of 0.6fte (16.5 hours teaching staff) and this employment must have been for at least 2 years at the time of submitting the application (i.e. their employment must have started no later than September 2019).

All such applications must be submitted to the MEDSOC Panel via an iCAF application submitted to the LA and must be accompanied with the relevant paperwork supporting an application on these grounds. The applicant must take sole responsibility to provide such paperwork. Without the provision of the relevant papers which identify all the above, priority will not be given.

Footnotes

¹ See the definition in Section 22(1) of the Children Act 1989.

² See Section 12 of the Adoption Act 1976 and Section 46 of the Adoption and Children Act 2002.

³ As defined in Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order.

⁴ See Section 14A of the Children Act 1989.

⁵ A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.



Admissions Policy Admissions Policy 2022-23

5. **Distance:** priority will be given on the basis of distance between the child's home and the school, measured by a straight-line. This measurement will be completed using a computerised mapping system.

This measurement will be from a point from the child's home as identified by the software to a central point in the school's grounds as profiled in the software. The child's home address will be the child's permanent place of residency and must not be a business address, or the address of a relative or carer, unless they have legal custody of the child. Applications must only be made from a single address.

If parents are separated and share custody of the child, the address given should be that of the parent with whom the child spends most of the school week, which will normally be the address where child benefit is payable. If the parent making the application lives at a different address to the child, a letter of explanation should be attached. It is not acceptable for a family to use a temporarily rented address to secure a school place of their preference. In disputed cases, Lambeth School Admissions will make a judgement based on the evidence available to them.

Applications or offers under this criterion will only be valid once proof of address has been received and confirmed.

Other Arrangements

Tie-breaker: As a tiebreaker for all criteria, priority will be given to children living closest to the school (measured by a straight line) in accordance with the measuring information in criterion 5. However, in the case where children have exactly the same distance between their home and the school, Lambeth School Admissions will randomly allocate places as a tiebreaker.

Applications relating to twins, triplets or other multiple births: Where a parent/carers applies for entry into the same year group for more than one child and it is not possible to offer a place to all of them, the names of the children who were unsuccessful will be added to the waiting list in accordance with the published admissions criteria, as per other children. Where the determining factor is based on distance, and these children have the same home to school distance, Lambeth School Admissions will randomly allocate places to determine the rank order.

Where there is one school place available and there is more than one sibling who is eligible for a place under the published admissions criteria, Lambeth LA will randomly allocate the place in order to determine who gets the offer. The parent can then determine whether to accept or reject the offer.

Deferred entry

Where a child is offered a place at Rosendale Primary School in Reception:

1. this is a full-time place from the September following the child's fourth birthday;
2. the child's parent/carers can defer the date their child is admitted to the 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 for which it was made;
3. where the parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Admission of children outside their normal age group

In line with the School Admissions Code, parents/carers may seek a place for their child outside of their normal age group. For example some parents of summer-born children may not want to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year one.

The Trust will manage such request via the following process:

Parents/carers applying for an out-of-year group place must submit supporting documentation (as per criterion 3 – Children with exceptional medical/social reasons) with their application. The MEDSOC Panel will then decide (along with the head teacher) whether such an out-of-year group place will be offered. This will allow the LA to comply with section 2.19 of the Code, where it states that "Admission authorities must make decisions on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social, and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. They must also take into account the views of the head teacher of the school concerned."

This application **must** be received in the correct year in the relevant admissions round.



Admissions Policy
Admissions Policy 2022-23

If the request has been agreed/accepted, the application will be withdrawn. The parent/carer must then submit an application for the admissions round that has been agreed (i.e. 2018/19), which must be received before the deadline of 15 January to be processed as an on time application. The child's application will then be processed with all other applicants in the agreed round in accordance with the school's admissions criteria.

If the request is not granted, and no offer is made for the child to attend the school in any other year group, then the parent/carer will be given the right of appeal. However, if another year group has been offered in the school then the right of appeal will not be offered.

Right to Object: Objections to the Admission Arrangements, once determined can be made to the Schools Adjudicator who may be contacted as follows:

Office of the Schools Adjudicator
Bishopsgate house
Feethams
Darlington
DL1 5QE

Tel: 01325 340 402

Email: osa.team@osa.gsi.gov.uk

<https://www.gov.uk/government/publications/objection-to-school-admission-arrangements>