

# The British School

Working together for our children's future



## The British School Admissions Policy

Reviewed: November 2018 for academic years 2020/2021

Advice and guidance for applying for a place in school can be found online at [www.gloucestershire.gov.uk/schooladmissions](http://www.gloucestershire.gov.uk/schooladmissions)

Maximum number of children permitted in each year group by the Local Authority Indicated Admissions Number: 30

Admission is calculated using the following priority factors:

### 1. A looked after child:

A 'looked after child' ( 1 ) or a child who was previously looked after but immediately after being looked after became subject to an adoption( 2 ) child arrangements order (residency order) ( 3 ) or special guardianship order ( 4 ) .

(1) A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. In Gloucestershire, such children are referred to as Children in Care.

(2) This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Childrens Act 2002 (see section 46 adoption orders).

(3) Under the provisions of section 12 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.

(4) See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. Children who will have siblings attending the school when the younger child is admitted.

Local Authority definition is: "Sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent/carer's partner as well as children brought together as a family by a same sex civil partnership. In every case, the child must be living in the same family unit at the same address."

3. Children for whom only this particular school is appropriate due to an exceptional medical condition.  
(Applications under this criterion will only be considered if they are supported by a written statement from the child's doctor. This must demonstrate that there is a very specific connection between the medical need and the facilities or resources of The British School. The final decision to accept a child under this category will be made by the Governing Body through consultation with relevant professionals as appropriate.)
4. Children with the strongest geographical claim, measured in a straight line from the ordnance survey address point of the child's home address (including flats) to the ordnance survey address point of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Additional notes:

### **SEN**

The school may be required to admit a child with a statement of Special Educational Needs or with an Education Health Care Plan (EHC) that names the school even if the school is full, providing the school is the most appropriate place for that child.

### **Oversubscription**

Where any particular category at points 1-3 above is oversubscribed, criterion 4 (strongest geographical claim based on straight line distance) will be used to determine which child is offered a place. In the event of a tie between two or more children when applying criterion 4 (strongest geographical claim based on straight line distance) where there are not enough places available to offer all children a place at the school, a process of random allocation will be followed by the Governing Body, which must be supervised by someone independent of the school. If the school is oversubscribed, a waiting list will be held until the end of the

December term. The waiting list will be prioritised according to the school's oversubscription criteria.

### **Appeals**

Parents/guardians have a right to appeal against refusal by the Governing Body to admit their child to the school. Any parents/guardians wishing to exercise this right must put their appeal, in writing, to the Head teacher at The British School. Independent Appeals will then be arranged by the Governing Body assisted by the Local Authority and conducted in accordance with the Code of Practice on Admission Appeals. The closing date for any appeals is 30th April. Further details of the appeals procedure are available by contacting The British School.

### **Fair Access Protocols**

The school has signed up to the In-Year Fair Access Protocols held by the Local Authority. Should a vulnerable child within these Protocols require a place at the school, they will take precedent over any child on the waiting list.

### **Admission of Summer Born Children for Reception Entry for The British School**

The Governing Body of The British School acknowledges the updated advice from the Department of Education that, parents/carers of "summer born" children (born between 1 April and 31 August) may request to start the Reception Class of a school a whole academic year later. The Governing Body will make a decision on behalf of The British School. We follow the Local Authority process which states that parents can only apply for a Reception place at a school once and must apply for a place during the standard application process timeline for their chronological year group, stating their reasons for requesting deferred entry to the following year. The Governing Body will decide whether the deferred entry can be approved for the school.

### **Normal Admission Round**

The term 'normal admissions round' refers to all applications for admission to the main year of entry of the school i.e. Reception for Infant and Primary Schools. Applications made during the normal admissions round will be made in advance of the academic year in which the child is due to start at the new school. Children are entitled to a full-time place, however, may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

### **In Year Admissions**

Any applications for a school place made outside the normal year of entry to the school must be made directly to the school office. In accordance with their statutory duty, the Curriculum and Pupils Committee will be responsible for offering school places to children on behalf of the Governing Body within their In-Year Co-ordinated Admission Scheme for the school year 2018-2019. In year applications are all those made outside the normal round of admissions for children of compulsory school age i.e. those applications made during the academic year for a school place in Reception. The Local Authority will no longer be responsible for offering places to children on behalf of all schools but the local authority does maintain the statutory duty of being aware of all pupils and vacancies within schools/academies within Gloucestershire.

### **Transport**

Transport to and from the school is available, details of which can be obtained from the school office.

### **Supplementary forms**

There are no supplementary forms applicable to the admissions process to The British School.

Approved by A Kendall Chair of Governors

Signature: 

Date: 25 February 2019

**Next review: November 2019**