



ADMISSIONS ARRANGEMENT POLICY 27/28

Version	V1
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Inclusion – Improving education for everyone.

Integrity – We are consistently open, honest, ethical, and genuine.

Initiative – We have the courage to always seek a better way to a better future.

Involvement – We encourage our community to take ownership and responsibility.

Inspiration – We use our drive and commitment to energise, engage and inspire.

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Aims

These admission arrangements aim to:

- Explain how to apply for a place at an INMAT school.
- Explain how places will be allocated, including the oversubscription criteria that will be used.
- Explain how to appeal against a decision not to offer a place.

Legislation and statutory requirements

These arrangements are based on the following advice from the Department for Education (DfE):

- [School Admissions Code \(2021\)](#)
- [School Admissions Appeals Code \(2022\)](#)

As academies, each INMAT school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the [School Standards and Framework Act \(1998\)](#).

How to apply for a place in the Normal Admissions Round

The **normal admissions round** is the period during which parents/carers can apply for state-funded school places at the school's normal point of entry (Reception for infant & primary schools and Year 3 for junior schools), using the Common Application Form (CAF) provided by their home local authority.

Parents/carers should use the application form provided by their home local authority, regardless of which local authority the schools are in. This form is used to express a preference for a minimum of 3 state-funded schools, in rank order.

All parents/carers who submit an on-time application (i.e., by midnight on 15 January) will receive an offer of a school place directly from their local authority on National Offer Day (16th April or the next working day).

If you live in North Northamptonshire, please visit the [NNC website](#) to make your application.

If you live in West Northamptonshire, please visit the [WNC website](#) to make your application.

Please note, attendance at a nursery or pre-school on a primary/infant school site, or with links to a primary school, does not guarantee admission at any INMAT school. An application must be made for any transfer from nursery/pre-school to infant/primary school.

In addition, children attending an infant school do not automatically transfer to the linked junior school. An application must be made for a Year 3 place at Junior school by 15 January as above.

Oversubscription criteria

When the number of applications for a school admission is greater than the published admission number, applications will be considered against the oversubscription criteria set out in the appendices attached for each of the Trust academies. After the admission of pupils with an Education, Health and Care Plan (EHCP) which names the school as appropriate provision, the criteria will be applied in the order in which they are set out in the individual schools' appendices.

- Appendix 1: Hall Meadow Primary School (NNC)
- Appendix 2: Kettering Park Junior Academy (NNC)
- Appendix 3: Kettering Park Infant Academy (NNC)
- Appendix 4: Wollaston Primary School (NNC)
- Appendix 5: The Abbey Primary School (WNC)
- Appendix 6: Falconer's Hill Infant School (WNC)
- Appendix 7: Standens Barn Primary School (WNC)
- Appendix 8: Little Harrowden Primary School (NNC)
- Appendix 9: St James Infant School (WNC)
- Appendix 10: Kingsley Primary School (WNC)
- Appendix 11: Ashby Fields Primary School (WNC)
- Appendix 12: Rothwell Junior School (NNC)
- Appendix 13: Rothell Infants School (NNC)

Definitions

Looked after children

Looked after children are children who, at the time of making an application to a school, are:

- In the care of a local authority, or
- Being provided with accommodation by a local authority in exercise of its social services functions (see the definition in section 22(1) of the Children Act 1989).

Previously looked after children

Previously looked after children are children who were looked after, but ceased to be so because they:

- Were adopted under the Adoption Act 1976 (see Section 12 adoption orders) or the Adoption and Children Act 2002 (see Section 46 adoption orders), or
- Became subject to a child arrangements order (as defined in Section 8 of the Children Act 1989 and as amended by Section 12 of the Children and Families Act 2014), or
- Became subject to a special guardianship order (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)).

This includes 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 adopted. 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.

Siblings

Siblings are defined in these arrangements as children who live as brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion. For school admissions purposes, the term siblings include:

- Half-brothers and half-sisters
- Step-brothers and step-sisters
- Adopted children
- Children in foster care
- Children living in the same family unit, even if they are not biological brothers and sisters - for example when the parents are not married/in a civil relationship

Cousins are not regarded as siblings.

Home address

The child's home address is defined as the address at which the child normally resides with their parent/carer at the time of application.

If a child lives with parents who are separated, the home address will be treated as the place where the child sleeps for most of the school week (i.e., Sunday night – Thursday night inclusive). If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned. The Trust will withdraw any place allocated if the address is found to be false.

Children of staff

Where a school gives priority to children of staff, this will include teaching and non-teaching, full and part-time, permanent members of staff in either or both of the following circumstances:

- a) Where the member of staff has been employed at the preferred school for two or more years at the time at which the application for admission to the school is made, and/or
- b) The member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.

The child must be living at the same address as the staff member and includes adopted, foster and step-children, living as part of the same family unit (including those where the parents are not married/in a civil relationship).

Multiple birth groups

In the case of twins or other siblings from a multiple birth, if the last child to be admitted to a particular school is from a multiple birth group, all other children in the group will be offered places at the school, even if it means exceeding the Published Admission number.

In the case of siblings in the same year group, where there is only one place remaining, places will be allocated over the published admission number to accommodate all siblings unless this would make the class too large and prejudice the education of the other children or when this would breach infant class size limits.

Fraudulent or misleading applications

The admissions authority (or the LA processing an application on behalf of the admission authority) has the right to investigate any concerns we may have about an application and to withdraw the offer of a place if it is considered that there is evidence that an applicant has made a fraudulent claim or provided misleading information.

Distance measurements

Distances are measured on a straight-line basis from the address point of the child's home to the address point of the school, using a geographical information system. Each address has a unique address point established by the most valuable elements from the National Land and Property Gazetteer (NPLG), Ordnance Survey Master Map, Royal Mail Postal Address File and The Valuation Office Agency. The address point for a property does not change.

In the case where there are multiple applications from the same shared dwelling (e.g., flats) or where the distance between two or more children's homes to the school (using the system referred to above) is identical, a computerised random allocation process will be used to decide which child gets priority. Random allocation will be carried out by someone independent of the school.

Late applications

Late applications are any common application forms (for the normal point of entry) received by the local authority after the statutory closing date of 15 January. Late applicants will not receive an offer of a school place by the local authority on National Offer Day (16 April or the next working day).

Late applications will be processed in the subsequent rounds of allocations between May and July (for more details, refer to the local authority's composite prospectuses on the North Northamptonshire Council (NNC) and West Northamptonshire Council (WNC) websites).

Children below compulsory school age

A child reaches **compulsory school age** on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31st December 31st March and 31st August.

Where children below compulsory school age are offered a place at the school, they will be entitled to attend the school full-time in the September following their fourth birthday. Parents/carers may defer their child's entry to the school until later in the school year but not beyond the point at which the child reaches compulsory school age, and not beyond the beginning of the final term of the school year the offer was made for.

Where parents/carers wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Please discuss the above directly with your child's allocated school once a place has been offered.

Requests for admission outside the normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that 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 1.

Requests for admission to Reception outside the normal age group (summer born children)

Parents/carers of summer born children (those born between 1 April and 31 August) who do not reach compulsory school age until a full year after they would normally start school, may wish to delay their child's start to school until the September following the child's 5th birthday.

If parents wish to delay their summer born child's start at school until the September after their 5th birthday, the expectation is that they will join their normal age group as they move from Reception to Year 1. Parents should make an in-year application in the summer term for a Year 1 place in September.

If parents do not want their child to miss their Reception year, they may instead request that their child be admitted out of their normal age group, i.e., into Reception instead of Year 1. Please note, this is a 'request' and parents do not have the right to insist that

their child is admitted to a particular age group. The school's admission authority is responsible for making the decision about which year group a child should be admitted to.

Parents/carers are advised to still make their application for a Reception place for their child's normal year of entry. If it is agreed that an application for Reception out of the normal age group will be accepted, this application for their normal age group can be withdrawn.

In addition to the above, parents/carers should make a formal request in writing (email is sufficient) directly to their preferred school giving some information about their child to explain why they believe it would be in their best interests to be educated out of their normal age group and not miss Reception. Parents can provide any additional evidence to support their request as this information will help the admission authority to make their decision.

The request will be passed to the admission authority who will then consider the request and decide on the best year group for the child to start school in on the basis of the circumstances of the case and in the best interests of the child concerned.

The admission authority of the school will then respond to parents/carers in writing, letting them know the reasons for their decision about the year group the child should be admitted to.

If it has been decided that the child should start school in Reception out of the normal age group, the parent/carer will then need to make an application for a place in Reception in the normal admissions round in the following academic year.

General requests for admission outside the normal age group

Parents/carers wishing to seek a place for their child out of their normal age group at any INMAT school for any other year group than reception, or for reception after the start of the new school year in September, must put their request in writing to the school in the first instance, giving some information about their child and explaining why they would like to apply for a place out of the normal age group. Parents/carers should also indicate in their request whether the child has been educated out of their normal age group at the current/previous school.

The school will pass the request to the admission authority who will then consider the request and make a decision on the appropriate year group for the child on the basis of the circumstances of each case and in the best interests of the child concerned.

The admission authority will then respond to parents/carers in writing, letting them know the reasons for their decision about the year group the child should be admitted to. Once the year group has been agreed, an application for that year group can be processed.

Parents/carers do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

In-year admissions

An in-year admission refers to an application for a school place made during the school year or an application for admission to a school made at the start of the school year for any year group other than the normal year of entry.

Applications for in-year admissions should be made online to the school's local authority on the NNC or WNC website:

To apply for a school located in the WNC area visit [WNC's website](#).

To apply for a school located in the NNC area visit [NNC's website](#).

Waiting lists

Following an unsuccessful application, parents/carers can request that their child's name be placed on the waiting list. Waiting lists are held for all schools and all year groups by the school's LA.

Waiting lists will be cleared after 31 December and at the end of each subsequent term. If parents/carers would like their child's name to remain on the waiting list for another school term, they should inform the School Admissions team in the appropriate local authority in writing by 31 December and 31 March to renew their interest.

Each added child will require the list to be ranked again in line with the published oversubscription criteria for the school (see appendices) and when a place becomes available, it will be allocated to the child at the top of the waiting list. Priority will not be given to children on the basis that they have been on the waiting lists the longest and children being allocated places under the Fair Access Protocol will be given priority. A new application will be required for a new academic year.

Appeals

If a parent/carer's application for a place at the school is unsuccessful, they will be informed why admission was refused and have the right of appeal against the decision not to offer their child a place at the school.

If you wish to appeal against the decision not to offer your child a place at an INMAT school located in North Northants, visit the [NNC website](#).

If you wish to appeal against the decision not to offer your child a place at an INMAT school located in West Northants, visit the [WNC website](#).



Appendix 1 - Hall Meadow Primary School (NNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 30 for entry in Reception.

Oversubscription criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

- 1.** Looked after children and all previously looked after children.
- 2.** Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
- 3.** Children with a brother or sister continuing at the school at the time of admission of the child.
- 4.** Children who live in the defined area.
- 5.** Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Defined Area

The defined area for Hall Meadow Primary School is:

Houses that are within the Leisure Village development between the A14 to the south, Northampton Road to the east of the development and the railway line to the west.



Appendix 2 – Kettering Park Junior Academy (NNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 90 for entry in Year 3.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

- 1.** Looked after children and all previously looked after children.
- 2.** Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
- 3.** Children with a brother or sister continuing at the school or Kettering Park Infant School at the time of admission of the child.
- 4.** Children who attend the linked infant school (Kettering Park Infant School)
- 5.** Children who live closer to the preferred school than any other school.
- 6.** Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Any Other School

For applications for Year 3 made as part of the coordinated scheme, “any other school” means any other Junior school. For in-year applications, “any other school” means any state-funded school with an equivalent age group



Appendix 3 – Kettering Park Infant Academy (NNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 90 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

1. Looked after children and all previously looked after children.
2. Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
3. Children with a brother or sister continuing at the school or the linked Junior school (Kettering Park Junior School).
4. Children who live closer to the preferred school than any other school.
5. Other children

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Any other school

“Any other school” refers to all Primary and Infant schools for applications for Reception throughout the coordinated scheme and all nearby state-funded schools with an equivalent age group for in-year applications.



Appendix 4 – Wollaston Primary School (NNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 60 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

1. Looked after children and all previously looked after children.
2. Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
3. Children with a brother or sister continuing at the school at the time of admission of the child.
4. Children who live in the defined area.
5. Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Defined Area

The defined area for Wollaston Primary School is the civil parishes of Wollaston and Strixton.



Appendix 5 – The Abbey Primary School (WNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 60 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

- 1.** Looked after children and all previously looked after children.
- 2.** Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
- 3.** Children with a brother or sister continuing at the school at the time of admission of the child.
- 4.** Children who live closer to the preferred school than any other primary school.
- 5.** Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Any other school

“Any other school” refers to all Primary and Infant schools for applications for Reception throughout the coordinated scheme and all nearby state-funded schools with an equivalent age group for in-year applications.



Appendix 6 – Falconer's Hill Infant School (WNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 60 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

- 1.** Looked after children and all previously looked after children.
- 2.** Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
- 3.** Children with a brother or sister continuing at the school or Falconer's Hill Academy at the time of admission of the child.
- 4.** Children who live closer to the school than any other school.
- 5.** Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Any other school

"Any other school" refers to all Primary and Infant schools for applications for Reception throughout the coordinated scheme and all nearby schools with an equivalent age group for in-year applications.



Appendix 7 – Standens Barn Primary (WNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 60 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

- 1.** Looked after children and all previously looked after children.
- 2.** Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
- 3.** Children with a brother or sister continuing at the school at the time of admission of the child.
- 4.** Children who live closer to the preferred school than any other Primary school.
- 5.** Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Appendix 8 – Little Harrowden Primary School (NNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 30 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

1. Looked after children and all previously looked after children.
2. Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
3. Children with a brother or sister continuing at the school at the time of admission of the child.
4. Children who live in the defined area.
5. Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Defined Area

The defined area for Little Harrowden Primary is the civil parishes of Great Harrowden, Little Harrowden and Orlingbury, including Finedon Sidings at Furnace Lane.



Appendix 9 – St James Infant School (WNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 60 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

1. Looked after children and all previously looked after children.
2. Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
3. Children with a brother or sister continuing at the school or Abbey CE (Junior) Academy at the time of admission of the child.
4. Children who live in the defined area (civil parishes of Dodford and Norton).
5. Children who live closer to the school than any other school.
6. Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Any other school

“Any other school” refers to all Primary and Infant schools for applications for Reception throughout the coordinated scheme and all nearby state-funded schools with an equivalent age group for in-year applications.



Appendix 10 – Kingsley Primary School (WNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 60 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

- 1.** Looked after children and all previously looked after children.
- 2.** Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
- 3.** Children with a brother or sister continuing at the school at the time of admission of the child.
- 4.** Children who live closer to the preferred school than any other Primary school.
- 5.** Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.



Appendix 11 – Ashby Fields Primary School (WNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 60 for entry in Reception.

Oversubscription Criteria

Places will first be allocated to children who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision. When there are more applications for places than there are places available and after the admission of children with an EHCP, priority will be given in the following order:

- 1.** Looked after children and all previously looked after children.
- 2.** Children of staff at the school, in either or both of the following circumstances:
 - a) Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
- 3.** Children with a brother or sister continuing at the school at the time of admission of the child.
- 4.** Children who live closer to the preferred school than any other Primary school.
- 5.** Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Any other school

“Any other school” refers to all Primary and Infant schools for applications for Reception throughout the coordinated scheme and all nearby state-funded schools with an equivalent age group

Appendix 12 - Rothwell Junior school (NNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) of 90 for entry in Year 3.

Oversubscription Criteria

Places will be allocated to pupils who have a statement of SEN or an EHC Plan that names the school as the appropriate provision. When there are more applications for places than there are places available, priority will be given in the following order:

1. Looked After Children and all previously Looked After Children (see paragraph 6.1 for definition of 'Looked After Children').
2. Children of staff at the school, in either or both of the following circumstances:
 - a. Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b. the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
3. Children with a sibling link (see paragraph 6.3 for definition of 'sibling') continuing at the school at the time of the admission of the younger child
4. Children who have attended Rothwell Victoria Infant School.
5. Children who live closer to the preferred school than any other school
6. Other children

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.



Appendix 13 - Rothwell Infants school (NNC)

Published Admission Number

The school has an agreed Published Admission Number (PAN) for reception is 90

Oversubscription Criteria

Places will be allocated to pupils who have a statement of SEN or an EHC Plan that names the school as the appropriate provision. When there are more applications for places than there are places available, priority will be given in the following order:

1. Looked After Children and all previously Looked After Children **(see paragraph 6.1 for definition of 'Looked After Children')**.
2. Children of staff at the school, in either or both of the following circumstances:
 - a. Where the member of staff has been employed at the school for two or more years at the time which the application for admission to the school is made, and/or
 - b. the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.
3. Children with a sibling link **(see paragraph 6.3 for definition of 'sibling')** continuing at the school or the linked Junior School at the time of the admission of the younger child.
4. Children who live closer to the preferred school than any other school
5. Other children.

Allocation to PAN

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Tiebreaker

If two or more applications cannot otherwise be separated and there is only one place available, a computerised random allocation process will be used to determine who should be allocated the place. This process will be carried out by someone independent of the school.

Appendix 14 – Preschools / Nurseries (INMAT)

Admissions are managed by the school please refer to the preferred schools websites



St James Infants – Pre School (from age 3)

www.stjamesinfant.com



The Abbey Primary – Nursery (from the age of 3)

www.abbeyprimary.co.uk



Rothwell Schools – Nursery (See school website for information)

<https://rothwellschools.org.uk>