

Admissions Policy

Firs Primary School

2020-2021



School name	Firs Primary School		
School address	Hawkinge Drive, Castle Vale, Birmingham. B35 6BS		
Headteacher	Mr D Shakeshaft	Tel no:	0121 464 3792
Admission Number	60		

This policy is based on the following advice from the Department for Education (DfE):

- *School Admissions Code*
- *School Admission Appeals Code*

The school is required to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

As an academy, the 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.

This policy complies with our funding agreement and articles of association.

Firs Primary School is a mixed, inclusive school. Pupils are admitted at age 4+ without discrimination.

For applications in the normal admissions round you should use the application form provided by your home local authority (regardless of which local authority the schools are in). You can use this form to express your preference for a minimum of 3 state-funded schools, in rank order.

If you are a Birmingham resident, look here:

[Birmingham City Council School Admissions](#)

You will receive an offer for a school place directly from your local authority if you make an application.

Please note, pupils already attending our nursery will not transfer automatically into the main school. A separate application must be made for a place in reception.

Parents are entitled to request a place for their child outside of their normal age group. Decisions on requests for admission outside the normal age group will be made on the basis of the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- Parents' 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
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely
- The Headteacher's views

Wherever possible, requests for admission outside a child's normal age group will be processed as part of the main admissions round. They will be considered on the basis of the admission arrangements laid out in this policy, including the oversubscription criteria listed in section 6. Applications will not be treated as a lower priority if parents have made a request for a child to be admitted outside the normal age group.

Parents will always be informed of the reasons for any decision on the year group a child should be admitted to. Parents 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.

<p>General Criteria for Admissions</p>	<ol style="list-style-type: none"> 1. Looked after or previously looked after children. 2. Children with a brother or a sister already at the academy who will still be in attendance in September 2020. 3. Children who live nearest the academy. <p>Within each of these categories, priority is given to those who live nearest the academy, calculated on the basis of a straight line measurement between home and academy.</p>
<p>Children with an Education, Health and Care Plan</p>	<p>Any child with an Education, Health and Care Plan is required to be admitted to the academy that is named in the plan. This gives such children overall priority for admission to the named academy. This is not an oversubscription criterion.</p>
<p>Looked after or previously looked after children</p>	<p>A Looked After Child is a child who is in the care of a local authority or is being provided with accommodation by a local authority as set out in s22(1) of the Children Act 1989. A Previously Looked After Child is a child who immediately after being looked after became subject to an adoption, special guardianship or child arrangements order.</p> <p>In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.</p>
<p>Sibling</p>	<p>Siblings (brothers or sisters) are considered to be those children who live at the same address and either:</p> <ol style="list-style-type: none"> I. have one or both natural parents in common; <i>or</i> II. are related by a parent's marriage; <i>or</i> III. are adopted or fostered by a common parent <p>Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.</p> <p>Children not adopted or fostered or related by a parent's marriage or with one natural parent in common, who are brought together as a family by a civil partnership and who are living at the same address, are also considered to be siblings.</p>

Distance	Distances are calculated on the basis of a straight-line measurement between the applicant's home address and a point decided by the academy – this is the front gates of the school. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the academy.
Shared Responsibility	Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, then the main residence will be determined as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used.
Final Qualifier	<p>In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria.</p> <p>For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.</p> <p>In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.</p>
Waiting Lists	Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places. Waiting lists will be maintained until the end of each academic year.
Appeals	Appeals are administered by the Local Authority for this Academy. Parents who wish to appeal against the decision to refuse their child admission should contact the School Admissions and Fair Access Service to make an appeal online https://www.birmingham.gov.uk/schooladmissions
In Year Applications	You can apply for a place for your child at any time outside the normal admissions round. Applications made outside the normal admissions round (in-year admissions) should be made directly to the academy. On receipt of an in-year application, the academy will notify the local authority of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of academy places in Birmingham. As is the case in the normal

	<p>admissions round, all children whose EHC plan names the school will be admitted.</p> <p>Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place. If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed below. Priority will not be given to children on the basis that they have been on the waiting list the longest.</p>	
Oversubscription Criteria	<p>Looked after or previously looked after children.</p> <p>a) Where the child has a brother or sister currently attending the Academy. The Local Authority's 'Sibling' definition has been adopted.</p> <p>b) Proximity of the child's home to academy with those living nearer accorded the higher priority. The Local Authority's 'Distance' definition has been adopted.</p>	
Appeals	<p>If your child's application for a place at the school is unsuccessful, you will be informed why admission was refused and given information about the process for hearing appeals. If you wish to appeal, you must set out the grounds for your appeal in writing and send it to the following address https://www.birmingham.gov.uk/schooladmissions</p>	
Appeals timetable*	National Offer Day	16 th April 2020
	Deadline for accepting the offer	30 th April 2020
	Deadline for submitting appeal	15 th May 2020
	Appeal hearings for appeals admitted on time	July 2020
	Term begins	September 2020

*Appeals for Firs Primary School places are submitted to Birmingham City Council in line with the timelines published on BCC website <https://www.birmingham.gov.uk/schooladmissions>