

Cabinet - 18 March 2015

Determination of Admissions Scheme and Admission Arrangements for Community and Voluntary Controlled Schools for the 2016/17 Academic Year

Portfolio:	Councillor B Cassidy
Service:	Walsall Children's Services
Wards:	All
Key decision:	Yes
Forward plan:	Yes

1. Summary

- 1.1 This report sets out the proposed schemes for co-ordinated secondary and primary admissions (including independent schools, academies, University Technology Colleges and Free schools) for the 2016/17 academic year and the proposed admission arrangements for primary community and voluntary controlled schools for the 2016/17 academic year.
- 1.2 Walsall Council is not the Admission Authority for any of the secondary schools in the borough.

2. Recommendations

- 2.1 That the proposed schemes as set out in **Appendix A** for inter-authority primary and secondary co-ordinated admissions are approved.
- 2.2 That the admission arrangements for primary community and voluntary controlled schools for the academic year 2016/17, as set out in **Appendix B** of this report, are agreed.
- 2.3 That Walsall Council informs all consultees of the determination of the admission arrangements for the 2016/17 academic year.

3. Report Details

- 3.1 As the Local Authority, Walsall Council has the responsibility to draw up and agree schemes for secondary and primary admissions for the 2016/17 academic year. Walsall Council is the Admission Authority for all community and voluntary controlled schools in Walsall. Section 89 of the School Standards and Framework Act 1998 requires admission authorities to determine the admission arrangements for the 2016/17 school year by 15 April 2015.

- 3.2 The report proposes an amendment to the scheme for inter-authority primary and secondary co-ordinated admissions to remove the requirement for parents to submit a written acceptance of the primary or secondary school place which is offered to their child.

4. Council Priorities

- 4.1 The Admissions Schemes and the admission arrangements for primary community and voluntary controlled schools for the 2016/17 academic year set out a fair and equitable process for children wishing to attend Walsall schools in September 2016 and support the Council's corporate priorities which are:

- Support with cost of living
- Helping local high streets and communities
- Creating jobs and helping people get new skills
- Helping create more affordable housing
- Improving educational achievements
- Promoting health and well being

5. Risk Management

- 5.1 The admission arrangements will be included in the Information Booklet for Parents publications which will be published on Walsall Council's website and available in hard copy on request throughout the admissions process. The provision of clear information will help parents to decide upon their preferences when applying for a school place for their child and should contribute to a reduction in the number of admission appeals.

6. Financial Implications

There are no direct financial implications arising from this report.

7. Legal Implications

- 7.1 All Local Authorities are required by section 88M of the School Standards and Framework Act and the Co-ordination Regulations, to have in place a scheme each year for co-ordinating admission arrangements for maintained schools and academies within their area.
- 7.2 Walsall Council, as the Admission Authority, has a statutory duty to consult on the proposed admission arrangements for community and voluntary controlled schools.
- 7.3 Admission Authorities are statutorily required to complete consultation on their proposed admission arrangements for the 2016/17 school year by 1 March 2015 and must determine (or finalise) these by 15 April 2015.
- 7.4 The proposed admission arrangements comply with the School Admissions Code (2014).

8. Property Implications

There are no direct property implications arising from this report.

9. Staffing Implications

There are no direct implications arising from this report.

10. Equality implications

- 10.1 In line with the requirements of the School Admissions Code (2014) and in order to ensure greater equity and fair access, full consideration has been given to the possible impact, direct or indirect, of the proposed oversubscription criteria on equal opportunities.

11. Consultation

- 11.1 Detailed below are the organisations with which there has been formal consultation on the proposed schemes for co-ordinated secondary and primary admissions for the 2016/17 academic year and the proposed admission arrangements for primary community and voluntary controlled schools for the 2016/17 academic year. The consultation period ran from the 17 December 2014 to the 1 March 2015.

The following bodies were consulted:

Neighbouring Local Authorities (Birmingham, Dudley, Sandwell, Solihull, Staffordshire, Wolverhampton)
Diocesan representatives
All Walsall schools including Academies

The proposed scheme and admission arrangements were published on Walsall Council's website throughout the consultation period.

- 11.2 Consultation on the proposed schemes for coordinated secondary and primary admissions for the 2016/17 academic year and the proposed admission arrangements for primary community and voluntary controlled schools for the 2016/17 academic year closed on 1 March 2015. The following response was received:

- The Diocesan Education Service responded to say that they had no comments to make on the proposed scheme or proposed admission arrangements.

- 11.3 In order to comply with the requirement of the Schools Admissions Code (2014) paragraph 2.17 that admission authorities make clear in their admission arrangements the process for requesting admission out of the normal age group, the proposed admission arrangements for community and voluntary controlled schools (**Appendix B**) has been amended to include the following text :

Admission of children outside their normal age group

Summer born children, (born between 1 April and 31 August) reach compulsory school age in the September following their fifth birthday (or on their fifth birthday if it falls on 31 August). Parents of summer born children may submit a request for their child to be admitted to a reception class in the September following their fifth birthday, at the point at which other children in their age group are moving from the reception class to year 1.

Parents seeking a place for their child outside of their normal age group in a community or voluntary controlled primary school should make a request in writing to Walsall Council providing details of the reason for the request and supporting medical evidence or evidence from the child's current head teacher if appropriate.

When an application for admission outside of a child's normal age group in a community or voluntary controlled primary school is received, Walsall Council, as admission authority for the school, will make the decision on whether or not to grant the request based on the individual circumstances of each case.

Background papers

DfE: School Admissions Code 2014

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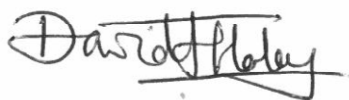
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David Haley
Executive Director
9 March 2015



Councillor B Cassidy
Portfolio Holder
9 March 2015

Proposed Schemes for all Walsall Secondary and Primary Admissions for 2016/17

Secondary Admissions

Walsall Council is working in partnership in an inter-Local Authority coordinated admission scheme with a number of neighbouring Local Authorities, namely Birmingham, Dudley, Sandwell, Staffordshire and Wolverhampton.

Parents should complete an online application. This will enable Walsall parents of Year 6 children (who will transfer to secondary education in September 2016) to name up to 5 secondary schools, rank them in order of preference and give reasons for their preference. The online application may be used to apply for a place at any secondary school in or outside the borough.

Parents who name Queen Mary's Grammar School, Queen Mary's High School, Shelfield Community Academy, The Walsall Academy, a Specialist Music Place at Aldridge School or a Sports Place at Shelfield Community Academy on the online form must also complete the school's own Registration Form.

Parents who name Aldridge School, Blue Coat CE Academy, Walsall Academy, Shire Oak Academy, St Francis of Assisi Catholic School or St Thomas More Catholic Business and Enterprise College on the online form must also complete the school's own supplementary information form.

Online applications must be submitted by the closing date of **31 October 2015**.

Preferences cannot be changed after the closing date without a significant change in circumstances, for example if the family has recently moved address. When notifying a significant change of circumstances the applicant must supply documentary evidence to confirm the change. An example of a significant change of circumstances is a house move that necessitates a change of preference(s). This would need to be validated by documentary evidence such as a solicitor's letter confirming exchange of contract or a copy of the tenancy agreement.

All applications for named schools will be considered in accordance with each school's published admission criteria. Schools which are their own Admission Authority will be informed of all applications naming their school, but not the rankings. These schools will inform the Admissions and Pupil Place Planning Team of the order in which all applicants meet their admission criteria.

By 14 November 2015 (tbc), Walsall Council will exchange application data and supporting documentation in respect of pupils resident in Walsall, who have applied for schools outside the borough, with the appropriate maintaining Local Authorities. Similar information will be received for applications from out of borough residents who have expressed preferences for Walsall secondary schools.

By 2 January 2016 (tbc), Walsall Council will input the results of all applications to Walsall schools and a list of potential offers will then be produced. These potential offers will then be exchanged with other Local Authorities in respect of the results of

out of borough applications. The information received will state which Walsall residents have the potential offer of a place in an out of borough school. This information will be transferred onto the Walsall database, compared to rankings and will result in a list of provisional offers.

By 16 January 2016 (tbc), the provisional offers will be exchanged with other Local Authorities in respect of out of borough applications. The information received will state which Walsall residents have a provisional offer a place in an out of borough school. These will be transferred onto the Walsall database, compared to rankings and the results will be the final allocation of places at Walsall secondary schools.

By 6 February 2016 (tbc), the final allocations will be exchanged with the other Local Authorities in respect of the results of out of borough applications.

If a Walsall child does not meet the admission criteria for any of their ranked schools then Walsall Council will allocate a place at the nearest alternative community secondary school with vacant places.

On the National Notification Date, 1 March 2016 (or the next working day), Walsall Council will, on behalf of the relevant Admission Authorities, write to all parents resident in Walsall, informing them of the outcome of their applications. This letter will also inform parents of the reason for the refusal of places, their right of appeal in that event and will give contact details for appeals information.

By 14 March 2016 (tbc), parents must notify the Admissions and Pupil Place Planning Team in writing if they do not wish to accept the place which has been offered to their child. Parents who do not respond to the offer letter by this date will be presumed to have accepted the place offered to their child.

Primary Admissions

Walsall Council is working in partnership in an inter-Local Authority coordinated admission scheme with a number of neighbouring Local Authorities, namely Birmingham, Dudley, Sandwell, Staffordshire and Wolverhampton.

Parents should complete an online application. This will enable Walsall parents of Nursery and Year 2 children (for junior schools) to name up to 3 primary/junior schools, rank them in order of preference and give reasons for their preference. The online form may be used to apply for a place at any primary/junior school in or outside the borough. Paper forms will only be issued on request by the Admissions and Pupil Place Planning Team.

Parents of children who are in nursery provision in Walsall and are resident in Walsall must apply online if they want their child to join a reception Local Authorities in a Walsall primary school.

Attendance at a Walsall school's nursery provision or co-located children's centre does not guarantee a place at a Walsall primary school.

Online applications must be submitted on the Walsall Council website by the closing date of **15 January 2016**.

Preferences cannot be changed after the closing date without a significant change in circumstances, for example if the family has recently moved address. When notifying a significant change of circumstances the applicant must supply documentary evidence to confirm the change. An example of a significant change of circumstances is a house move that necessitates a change of preference(s). This would need to be validated by documentary evidence such as a solicitor's letter confirming exchange of contract or a copy of the tenancy agreement.

All applications for named schools will be considered in accordance with each school's published admission criteria. Schools that are their own Admission Authorities will be provided with a list of information in respect of all applications naming their school, but not the rankings, together with copies of any supporting documentation. These schools will use the information provided to apply their admission criteria and will then inform the Admissions and Pupil Place Planning Team of the order in which all applications meet their admission criteria.

The following primary schools are their own admission authorities:-

Foundation Schools	Voluntary Aided Church of England Schools	Voluntary Aided Catholic Schools	Academies
Manor Primary	Blue Coat CE (A) Infant	St Anne's Catholic Primary	Birchills CE Primary Community School
Pheasey Park Farm Primary	Blue Coat CE (A) Junior	St Bernadette's Catholic Primary	Croft Academy
	Cooper and Jordan CE(VA) Primary	St Francis Catholic Primary	Edgar Stammers Primary School
		St Joseph's Catholic Primary	Goldsmith Primary Academy
		St Mary of the Angels Catholic Primary	Jubilee Academy Mossley
		St Mary's the Mount Catholic Primary	Park Hall Infant Academy
		St Patrick's Catholic Primary	Park Hall Junior Academy
		St Peter's Catholic Primary	Reedwood E-Act Academy
		St Thomas of Canterbury Catholic Primary	Rough Hay Primary
			Ryders Hayes School
			The Mirus Academy
			The Charles Cuddy Walker Academy
			Woodlands Primary School

Where a child meets the admission criteria of more than one of the schools named on the online application form then Walsall Council will allocate a place at the highest

ranked of those schools. Admission Authorities will be advised of the pupils to be offered places.

By 23 January 2016 (tbc), Walsall Council will exchange application data and supporting documentation in respect of pupils resident in Walsall, who have applied for schools outside the borough, with the appropriate maintaining Local Authorities. Similar information will be received for applications from out of borough residents who have expressed preferences for Walsall primary schools.

By 13 February 2016 (tbc), Walsall Council will input the results of all applications to Walsall schools and a list of potential offers will then be produced. These potential offers will then be exchanged with other Local Authorities in respect of the results of out of borough applications. The information received will state which Walsall residents have the potential offer of a place in an out of borough school. This information will be transferred onto the Walsall database, compared to rankings and will result in a list of provisional offers.

By 4 March 2016 (tbc), the provisional offers will be exchanged with other Local Authorities in respect of out of borough applications. The information received will state which Walsall residents have a provisional offer of a place in an out of borough school. These will be transferred onto the Walsall database, compared to rankings and the results will be the final allocation of places at Walsall secondary schools.

By 27 March 2016 (tbc), the final allocations will be exchanged with the other Local Authorities in respect of the results of out of borough applications.

If a Walsall child does not meet the admission criteria for any of their ranked schools then Walsall Council will allocate a place at the nearest alternative primary school with vacant places.

On the National Notification Date, 16 April 2016 (or next working day), Walsall Council will, on behalf of the relevant Admission Authorities, write to all parents in Walsall, informing them of the outcome of their applications. This letter will also inform parents of the reason for the refusal of places, their right of appeal in that event and will give contact details for appeals information.

By 28 April 2016 (tbc), parents must notify the Admissions and Pupil Place Planning Team in writing if they do not wish to accept the place which has been offered to their child. Parents who do not respond to the offer letter by this date will be presumed to have accepted the place offered to their child.

LATE APPLICATION POLICY

The online portal will close for secondary applications after 31 October 2015. After this date applications must be made on a Walsall Preference Form. Preference Forms and, where appropriate, schools' own Registration Forms, received after the Closing Date, are local authorised as late applications. Any request to change the name or ranking of a school made after the Closing Date will be local authorised as a late application.

The online portal will close for primary applications after 15 January 2016. After this date applications must be made on a Walsall Preference Form. Preference Forms and,

where appropriate, schools' own Registration Forms, received after the Closing Date, are local authorised as late applications. Any request to change the name or ranking of a school made after the closing date will be Local authorised as a late application.

Late applications will normally be considered for places after all the applications that were received by the Closing Date. Therefore, late applicants may be less likely to be offered a place at one of their preferred schools.

Applications received after the closing date will be passed to the appropriate Admission Authority for consideration under its Late Application Policy. Each Admission Authority is required to publish its own Late Application Policy which explains how late applications will be dealt with. The Late Application Policy for all Walsall community and voluntary controlled schools is shown below.

Late Applications received up to 4 weeks after the Closing Date

Late applications received up to four weeks after the Closing Date may be considered as being on-time but only where there are exceptional circumstances.

- Where the family were unable to submit their online application to Walsall Council on time because they moved into the Borough of Walsall after the Closing Date;
- The family were unable to comply with the admission timetable because of exceptional circumstances which prevented them from submitting their online application;
- When a single parent has been ill for some time

In these cases the circumstances must be given in writing at the time of application and attached firmly to the Walsall Preference Form: they will be subject to verification by the Director of Children's Services

This applies to applications for secondary schools received between 1 November 2015 and 29 November 2015. For primary schools, this applies to applications received between 16 January 2016 and 13 February 2016.

Late Applications received more than 4 weeks after the Closing Date

Applications for schools received more than 4 weeks after the Closing Date but before the Notification Date will be considered only after all other applications.

This applies to applications for secondary schools received between 30 November 2015 and 28 February 2016. For primary schools, this applies to applications received between 14 February 2016 and 15 April 2016.

Applications Received After the Notification Date (once places have been offered)

Applications received after the notification date: a place will be offered at the highest ranked school if places are available. For Walsall residents, if a place is not available at any of the ranked schools a place will be offered by Walsall Council at the nearest

alternative Walsall school with vacant places and the child's name will be added to the waiting list for schools listed as preferences in admission criteria order.

WAITING LIST POLICY

Waiting Lists for all Walsall schools will be maintained by Walsall Council. Parents may enquire about their child's position on any Waiting list by telephoning the School Admissions Team on (01922) 652585 between the closing date for acceptances/refusals of places offered and the end of the summer term 2016.

Children who are the subject of a direction by a Local Authority to admit to a school or who are allocated to a school in accordance with a Fair Access Protocol must take precedence over those children on the waiting list.

Waiting lists are kept of all children who have been refused a place at any school which was ranked higher than the school at which they have been offered a place, for example

- If a child is offered a place at the school that was ranked 2nd on the Walsall Preference Form then the child's name will only be placed on the waiting list for the school that was ranked 1st.
- If a child is offered a place at their first choice school the child's name will not be added to any waiting list kept for their other ranked schools.

After 1 March 2016 (or next working day) for secondary transfers or 16 April 2016 (or next working day) for primary admissions a parent may contact the School Admissions Team to apply for a place at an oversubscribed Walsall school. Their child's name will be placed on the school's waiting list in admission criteria order. Any vacancies will be offered on the basis of the admission criteria for the school.

DEFERRED ENTRY POLICY

Children reach compulsory school age on the first day of the term following their fifth birthday. However, all Walsall primary schools provide full time places for pupils in a reception Local Authorities from September in the year before children reach their fifth birthday.

If parents prefer their child to start later than 1 September 2016 they have the option of deferring the child's entry until later in the 2016/17 school year. Parents opting for this must notify the school in writing of the date they wish their child to start in a reception Local Authorities.

Parents are not able to defer entry beyond the beginning of the term following their child's fifth birthday or beyond the academic year for which admission is sought.

The effect of this is that the place is held for that child and is not available to be offered to another child.

Proposed Admission Arrangements for Community and Voluntary Controlled Schools for 2016/17

1. ADMISSION NUMBERS for PRIMARY SCHOOLS

The following pages show the Admission Numbers and capacities proposed for community and voluntary controlled primary schools in 2016/17.

The Admission Number is the capacity of the school to admit children at the normal age of entry in the 2016/17 academic year, ie:

- Admissions into Reception in infant and primary schools;
- Admissions into Year 3 in junior schools and
- Admissions into Year 7 in secondary schools

Community or Voluntary Controlled Primary Schools	Indicated Admission Number (Based on net capacity assessment - NCA)	Proposed Admission Number
Abbey Primary	30	30
Alumwell Infant	90	90
Alumwell Junior	90	90
Barcroft Primary	60	60
Beacon Primary	45	45
Bentley West Primary	60	60
Blackwood	90	90
Blakenall Heath Junior	60	60
Bloxwich CE JMI	45	45
Brownhills West Primary	29	30
Busill Jones Primary	45	45
Butts Primary	30	30
Caldmore Community Primary	60	60
Castlefort JMI	30	30
Christ Church CE (C) JMI	45	45
Chuckery Primary	60	60
County Bridge Primary	30	30
Delves Infant	90	90
Delves Junior	81	90
Elmore Green Primary	41	45
Fibbersley Park Primary	90	90
Green Rock Primary	30	30
Greenfield Primary	30	30
Hillary Primary	60	90
Holy Trinity CE Primary	29	30
King Charles Primary	60	60
King's Hill Primary	45	45
Leamore Primary	30	30
Leighswood	75	75
Lindens Primary	60	60
Little Bloxwich CE (VC) Primary	30	30

Lodge Farm JMI	44	45
Lower Farm Primary	53	60
Meadow View JMI	55	60
Millfield Primary	30	30
Moorcroft Wood Primary	30	30
New Invention Infant	90	90
New Invention Junior	84	90
Old Church CE (C) Primary	42	45
Palfrey Infant	90	90
Palfrey Junior	90	90
Pelsall Village	45	45
Pinfold Street Primary	58	60
Pool Hayes Primary	30	30
The Radleys Primary	30	30
Rosedale CE (C) Infant	60	60
Rushall JMI	30	30
Salisbury Primary	45	45
Short Heath Junior	60	60
St Giles CE Primary	45	45
St James Primary	30	30
St John's CE Primary	45	45
St Michael's CE (C) Primary	45	45
Sunshine Infant and Nursery	60	60
Walsall Wood	30	30
Watling Street JMI	30	30
Whetstone Field Primary	30	30
Whitehall Nursery and Infant	86	90
Whitehall Junior Community	90	90

2. OVERSUBSCRIPTION CRITERIA FOR PRIMARY SCHOOLS

If there are more applications than there are places available, places will be allocated using the Oversubscription Criteria in the following order of priority:

1. Children in Public Care (looked after children) and previously looked after children. (see note 1)
2. Pupils who have a sibling already in attendance at the school, or paired junior school when the application is made and who will be still attending the school at the proposed admission date. (see note 2)
3. Pupils for whom a place at the school is essential on medical or social grounds as supported in writing by a medical practitioner or a social worker. (Applications will be subject to verification by the Director of Children's Services). (see note 3)
4. *For applications to junior schools only.* Attendance by the child at the relevant paired infant school, when the application is made.
5. *For applications to voluntary controlled Church of England primary schools only.* Up to 25% of places may be allocated as 'Church Places' to children, regardless

of distance between home and school, whose parents are regular worshippers at a Christian church and whose application is supported in writing by the minister of the church where they worship.

6. Distance between the home address and the school as measured in a straight line with those living closer to the school receiving the higher priority. (see note 6)

If there is oversubscription in criteria 2 to 5, priority will be given to those living closest to the school as measured in a straight line.

2a. Explanatory notes for Oversubscription Criteria

a) Children in Public Care (looked after children)

Children who are in the care of a local authority or provided with accommodation by a Local Authority and previously looked after children who ceased to be looked after because they were adopted or became subject to a residence order or special guardianship order.

b) Sibling

A sibling is a child who resides at the same address as the child for whom a place is being requested and is one of the following:

- A brother or sister sharing the same parents;
- A half-brother or sister sharing one common parent;
- A step-brother or sister (ie related by their parent's marriage);
- Any other child for whom it can be demonstrated that he or she is residing permanently at the same address (eg under the terms of a residence order)

c) the paired infant and junior schools are:

Alumwell Infant	paired with Alumwell Junior
Delves Infant	paired with Delves Junior
New Invention Infant	paired with New Invention Junior
Palfrey Infant	paired with Palfrey Junior
Rosedale CE (C) Infant	paired with Short Heath Junior
Sunshine Infant and Nursery	paired with Blakenall Heath Junior
Whitehall Nursery and Infant	paired with Whitehall Junior Community

3. Social or medical factors

If parents believe there are specific medical or social reasons for claiming priority for a child to attend a particular school, the relevant part of the application must be completed and evidence to support the claim must be submitted to the Local Authority. This must relate to either the child or the parents, for example where one or both parents or the child has a disability that may make travel to a school further away more difficult.

Requests for such consideration will be subject to verification by the Director of Children's Services. This is necessary because parents will be asking the Authority to

assess the child as having a stronger case than many other children, some of whom may live closer to the school.

Medical

Medical evidence must be submitted in writing from a medical practitioner and should state why the preferred school is the only school that can meet the child's needs.

Social

Social evidence must be submitted in writing from an appropriate professional and should state why the preferred school is the only school that can meet the child's needs.

Please note that only in exceptional cases are places prioritised in respect of a child's medical or social grounds.

4. Church Places at voluntary controlled Church of England primary schools

Voluntary controlled Church of England primary schools with an admission number of 30 will offer a maximum of 7 Church Places; schools with an admission number of 45 will offer a maximum of 11 Church Places; schools with an admission number of 60 will offer a maximum of 15 Church Places.

If there is over-subscription for Church Places, priority will be given to those living closest to the school as measured in a straight line. 'Regular worshipper' is defined as attending a place of worship on at least one occasion per month over the past twelve months.

5. Distance

Distance will be measured in a straight line from the centre point of the home address to the centre point of the school address using the Local Authority's computerised measuring system with those living closer to the school receiving the higher priority.

Definition of a home address

The home address of a child is considered to be the permanent residence of a child in a residential property when the place is offered. The address must be the child's only or main residence and is either:

- owned by the child's parent, parents or guardian; or
- leased to or rented by the child's parent, parents or guardian under lease or written rental agreement of not less than six months duration.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned. In certain circumstances the child's current school will be asked to verify the address given.

Where parents have shared responsibility for a child and the child lives with both parents for part of the week, the main residence will be determined as the address where the child lives for the majority of the week. Parents may be requested to supply documentary evidence to support the address used for the application.

The offer of a place is based upon the address of the child when the offer is made. If a child is offered a place at an oversubscribed school the place may be withdrawn if it is found that the child moved (before the place was offered) to a new address which was further away from the school and the child would not have qualified for a place on the distance criterion.

In the event that a family moves between the application and the date of offer, the Admissions and Pupil Place Planning Team must be informed as soon as possible of these circumstances.

If the home address is a flat (or apartment) and there is more than one flat at the same address, priority will be given to applicants living at the lowest numbered flat and/or the flat on the lower floor.

6. OVERSUBSCRIPTION CRITERIA FOR NURSERY SCHOOLS AND LOCAL AUTHORITIES

Applications for nursery places should be made directly to the school.

If there are more applications than there are nursery places available then places will be allocated using the Oversubscription Criteria in the following order of priority:

A Priority for nursery places will be given to children born between 1 September 2011 and 31 August 2012. If places are oversubscribed the following Oversubscription Criteria will apply:

1. Children in Public Care (looked after children) and previously looked after children. (see 2a above)
2. Pupils who have a sibling already in attendance at the school, or paired junior school when the application is made and who will be still attending the school at the proposed admission date. (see 2a above)
3. Pupils for whom a place at the school is essential on medical or social grounds and supported in writing by a medical practitioner or a Social Worker. (Applications will be subject to verification by the Interim Director of Children's Services). (see 2a above)
4. Distance between the home address and the school as measured in a straight line with those living closer to the school receiving the higher priority. (see 2a above)

B Where places are still available schools may only offer places to children who have attained the age of 3. If the remaining places are oversubscribed the Oversubscription Criteria 1-4, shown above, will apply.

If there is oversubscription in criteria 2 and 3, priority will be given to those living closest to the school as measured in a straight line.

Admission of children outside their normal age group

Summer born children, (born between 1 April and 31 August) reach compulsory school age in the September following their fifth birthday (or on their fifth birthday if it falls on 31 August). Parents of summer born children may submit a request for their child to be admitted to a reception class in the September following their fifth birthday, at the point at which other children in their age group are moving from the reception class to year 1.

Parents seeking a place for their child outside of their normal age group in a community of voluntary controlled primary school should make a request in writing to Walsall Council providing details of the reason for the request and supporting medical evidence or evidence from the child's current head teacher if appropriate.

When an application for admission outside of a child's normal age group in a community or voluntary controlled primary school is received, Walsall Council, as admission authority for the school, will make the decision on whether or not to grant the request based on the individual circumstances of each case.