

Cottons Farm Primary Academy

ADMISSIONS POLICY



THE HARMONY TRUST

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Pupil Admission Number 20

The Harmony Trust have adopted the authority's admissions policy.

As the admissions authority, the Trust gives priority to children whose parents have applied for a place, by December of that year (exact date to be set by Derby City Council) at the school they would like their child to attend. Schools and Academies do not always have enough places available for every child whose parents have applied for a place. If this happens, the trust have to use an order of priority for admissions.

The order of priority is:

1. Children who are looked after, or who have previously been looked after by a local authority or outside of England in accordance with Section 22(1) of the Children Act 1989.
2. Children who are both living in the catchment area served by the academy and have brothers or sisters* of compulsory school age still attending the academy at the time of their admission.
3. Other children living in the catchment area at the time of admission. The Trust will assess applications from the address the parents are living at the closing date, and will reassess applications on the National Offer Date, in the case where parents have moved after the closing date but before the offer date.
4. Children who do not live in the catchment area served by the academy but who have brothers or sisters* of compulsory school age attending the academy at the time of their admission.
5. Other children whose parents have requested a place
6. Children whose parents did not request a place by the date set

For the purposes of admissions, we class a brother or sister as having:

- One or both natural parents in common
- Are related by a parent's marriage or are
- Adopted or fostered

Note: a brother or sister must be living at the same address. Cousins are not classed as brothers or sisters.

For categories 1 to 6, when the Trust have to make a choice between children who meet the same criteria, they will give priority to the child living nearest the school, measured from the centre of the main 'dwelling' to the school using the national Ordinance Survey set points.

For category 6, we will allocate places in the same order of priority as for categories 1 to 5. Where children in category 6 have the same priority, they will allocate places to those living nearest to the school, measured by a straight line. The line will be measured from the centre of the main 'dwelling' to the school using the national Ordinance Survey set points. They will give pupils who have a statement of special educational needs priority admission over all others when they think their needs can be best met in a particular school.

The Academy / Council will keep a waiting list of children who have not been offered places at the academy. They will rank the children according to the order of priority that we use

when schools first allocate places as new pupils go on to, or come off, the waiting list. Outside the normal admission round, first priority will be given within categories 2-5 to pupils who have not been on a city school roll during the academic year of application.

Applications will be dealt with using the address where the child resides at the closing date. Reassessment of any new address will then be made after provisional offers have been decided. If you do move out of your local school's catchment area after the closing date and before your child is due to start there, contact the Admissions Team to check if the academy can still offer your child a place.