



Tudor Grange Primary Academy
Yew Tree

SCHOOL ADMISSIONS POLICY For 2023-24

Policy last reviewed by the Local Governing Body	8 th December 2021
Review frequency	Annual
Policy due for review	December 2022

Tudor Grange Primary Academy Yew Tree Admission arrangements for 2023-24

Applications for children who are already 4 years old and will reach compulsory school age during 2023/2024 are invited. Places will be offered as full time places, but parents may request that the date their child is admitted to school is deferred until later in the academic year, up to the beginning of the term in which the child reaches compulsory school age and not beyond the beginning of the final term of the school year for which it was made, and parents can request that their child takes up the place part-time until the child reaches compulsory school age.

Our admissions form part of the Solihull Council coordinated scheme. The admission number has been set at 30, and there is no guarantee of transfer from Nursery to Reception. A new application must be completed for entry into Reception.

If there are fewer applications than places available all the applicants will be offered a place. If Tudor Grange Primary Academy Yew Tree is oversubscribed, after the admission of pupils with special needs where the school is named in the education health and care plan, priority for admission will be given to those children who meet the criteria set out below, in priority order:

Oversubscription criteria

Priority 1: All looked after children in the care of a local authority (e.g. foster care) or previously looked after children adopted immediately after being in care, or subject to a residence order or subject to a special guardianship order, or children whose exceptional social or medical reasons (see note 2) can only be met by Tudor Grange Primary Academy Yew Tree. This includes children who appear (to the admission authority) to have been in state care outside of England and have ceased to be in care as a result of being adopted, as well as children who were adopted (or subject to child arrangement orders or special guardianship orders) immediately following having been looked after in England.

Priority 2: Children who normally live in the catchment area of the school

Priority 3: Children who have an older brother or sister at the Tudor Grange Primary Academy Yew Tree at the same time.

Priority 4: Children who live closest to Tudor Grange Primary Academy Yew Tree measured in a straight-line from the child's home to the school.

Tudor Grange Primary Academy Yew Tree will consult on admissions arrangements whenever there are any changes proposed to these arrangements, or every 7 years if there are no changes proposed. Our next consultation is planned for January 2025.

Notes:

1. Children with an education health and care plan that names Tudor Grange Primary Academy Yew Tree will be offered a place first. This will reduce the number of places available.
2. Applications with exceptional social or medical grounds must be supported by independent professional evidence.

3. Under Priority 3, a brother or sister must live at the same address and could be:
 - a brother or sister sharing the same parents;
 - a half-brother or half-sister, where two children share one parent;
 - a stepbrother or stepsister, where two children are related by a parent's marriage or civil partnership (a formal arrangement that gives same-sex couples the same legal status as married couples);
 - the separate children of a couple who live together; or
 - an adopted or fostered brother or sister.

Priority 3 applications will be prioritised in distance. Distances are measured by the Local Authority's computerised admissions system. The admissions system uses six-figure grid references provided by the Local Land and Property Gazetteer (LLPG). The grid references provide a unique point on each property.

4. If possible, places will be offered at the school to twins, triplets and children from other multiple births. If a twin, triplet or multiple births is admitted at the 30th place then siblings of the twin, triplet or multiple births will be admitted as excepted pupils.
5. Under Priority 4, distances are measured by the Local Authority's computerised admissions system. The admissions system uses six-figure grid references provided by the Local Land and Property Gazetteer (LLPG). The grid references provide a unique point on each property.
6. Priority 4 will act as a tie-break in the event of the admissions number being reached through Priority 1 to 3. In the event of a tie-break at Priority 4, the school will use random allocation supervised by someone independent of the school.
7. The home address is the place where the child is permanently resident with his or her parents. If care is shared between two parents, you will need to provide a copy of the court order defining the arrangement to the council. In the absence of a court order, the council will use the address of the parent who is in receipt of the child benefit. You will need to send a copy of your child benefit award for the last two years.
8. Applications received after the closing date are late. They will be processed after the offer date.
9. Waiting lists are produced in strict order of priority, against the oversubscription criteria and are managed by Solihull Council. A child can remain on the waiting list until December after the year of entry. After this, parents can make a new application.
10. Applications for a place at the school at any time other than the normal time for admission (in-year admission) should be made to Solihull Council. Parents/carers should fill in the Solihull Council form and return it to them. If there is a vacancy in the relevant year group a place will be offered. If the year group is full the Local Governing Body (LGB) will apply the admission criteria to the application so that it can be placed on the waiting list.

11. The LGB recognises its duty to comply with the Local Authority Fair Access Protocol to provide fair access to school for pupils who need a school place because they have missed, or are at risk of missing, education.
12. Parents who wish to appeal against the decision of the LGB to refuse their child a place in the school may phone Solihull Council for an appeal form. Appeals will be heard by an independent panel.