

1. This scheme applies to all primary and secondary maintained schools, academies, free schools, foundation and voluntary aided schools (excluding special schools) in Solihull for the academic year 2027/2028 and is made under the provisions of the School Standards and Framework Act 1998, and The School Admissions Code (Co-ordination of Admission Arrangements) (England) Regulations 2012.
2. The purpose of the qualifying scheme is to establish a mechanism for ensuring that, so far as reasonably practicable, every parent of a child living in the area who has applied for a school place is sent an offer of one, and only one, school place.
3. In accordance with Section 86 of the School Standards and Framework Act 1998, with the exception of designated grammar schools, all maintained schools and Academies that have enough places available must offer a place to every child who has applied for one, without condition or the use of any criteria.
4. Admission authorities must not refuse to admit children in the normal admissions round on the basis of their poor behaviour elsewhere. Where a child has been permanently excluded from two or more schools there is no need for an admission authority to comply with parental preference for a period of two years from the last exclusion. The twice excluded rule does not apply to children who were below compulsory school age at the time of the exclusion, children who have been re-instated following a permanent exclusion and child in receipt of an EHC plan.
5. Parents of children who are normally resident in Solihull will be able to apply online.
6. Parents can apply for any type of maintained school in Solihull or in another council area but must do so on a single application to their home authority.
7. Parents seeking a place at a fee-paying school should contact the school directly to find out how to apply.
8. Applications must be submitted to Solihull by the published closing date.
9. We will send details of preferences for schools outside Solihull to the LA in which that school is situated and pass on any relevant supporting information.
10. Other LA's will inform Solihull of preferences made by their residents for schools situated in Solihull.
11. We will inform Solihull schools, who are their own admission authority, of any preference made for their school, and pass on any relevant supporting information.
12. If there are more applications than places available, the preferences will be considered against the published oversubscription criteria.
13. We will notify a child's home LA if a place can be offered at a Solihull school. The applicant's home LA will apply its own qualifying scheme to determine whether to offer the Solihull school place or a place within its own area.

14. Other LAs will notify us if a place can be offered to a Solihull applicant, at a school in their area.

15. With a system of equal preferences, it is possible that more than one school may be allocated. In this event, a place will be offered at the one highest ranked school which could be allocated.

16. We will notify own admission authority schools of children who qualify for a place at their school.

17. If none of the preferences listed by a Solihull applicant can be offered, we will offer a place at the nearest school with a vacancy after all other offers have been made. This will be called an unranked offer.

18. All offers of school places, to Solihull applicants, will be made by us. If the school is its own admissions authority the place is offered on behalf of the governing body or trust board.

19. Late applications will be processed after those that were received on time.

20. Late applications for schools outside Solihull will be passed to the admission authority or LA for them to consider.

21. Waiting lists will be maintained by Solihull Council. If a vacancy arises in a school the place will be offered to the child at the top of the waiting list by Solihull Council.

22. Coordination with other LAs will continue until 31 August.

23. Applications from those living outside of England will need to be made via email as the portal will only support those addresses within Solihull.

<b>Timetable for admissions intake process for 2027-2028</b>			
<b>Round:</b>	<b>Reception</b>	<b>Infant to Junior</b>	<b>Secondary</b>
Number of preferences	5	5	6
Closing date	15 January 2027	15 January 2027	31 October 2026
Offer day	16 April 2027	16 April 2027	01 March 2027

1. The purpose of the coordinated scheme is to establish mechanism to coordinate applications for school places at any time other than the normal intake, ensuring, so far as reasonably practicable, that parents can make an application for a Solihull school through a single point of contact.
2. Parents or carers must have the opportunity to say where they would prefer their child to go to school, however the law does not give parents a right to choose which school their child will attend.
3. An admission authority must comply with any preference expressed by a parent or carer as to the school at which their child should be educated except in the following cases
  - Because to do so would 'prejudice the provision of efficient education or the efficient use of resources. This may be because a school has admitted up to its published admission number or deems the year group to be full.
  - Because the child has been permanently excluded from two or more schools and the most recent exclusion took place within the last two years
  - Because the statutory infant class size limit of 30 has been reached.
4. Applications can be made via the online portal for parents who wish to apply for a place in a Solihull school. A paper copy can also be downloaded from the council's website.
5. Parents wishing to apply for a school outside Solihull must apply direct to that school or local authority.
6. Completed paper applications for Solihull schools must be returned to Solihull School Admissions.
7. Preferences made for Solihull schools not partaking in this coordinated scheme will be passed to that school. Preferences for schools outside Solihull will be returned to the applicant.
8. The admission authority for each school will consider the preferences for their school. They will let us know if a place can be offered or, if a place cannot be offered, they will give a reason for refusal and provide the oversubscription criteria so that the applicant can be placed on the waiting list. Responses are required from the admissions authority within ten school days to allow us to provide a response to the parent within 15 school days as published in the School Admissions Code.
9. With a system of equal preferences, it is possible that more than one school may be allocated. In this event, the ranking stated by the parent on the application form will be used to determine which single offer will be made and schools concerned will be notified.
10. Parents will be informed of the outcome of the application via email if one is provided or by letter in the absence of an email address.

11. Offers of school places will be made by Solihull Council. If the school is its own admissions authority the place is offered on behalf of the governing body or trust.
12. You must contact the school to accept the place and arrange a start date.
13. Once an offer has been made, the child must have started at the school within six school weeks. If the child does not start at the school within six school weeks of the offer, it will be withdrawn and offered to the waiting list.
14. Waiting lists can be maintained by Solihull Council. If a vacancy arises in a school the place will be offered to the child at the top of the waiting list by Solihull Council in consultation with the admission authority for the school.
15. Solihull Council will only place your child at an alternative school if you have not been offered a place at one of your preferred schools and your child is resident in Solihull but not on the roll of a school within a reasonable distance.
16. The operation of the Fair Access Protocol is outside the arrangements for the coordination of the normal admissions rounds and is only triggered when an eligible child has not secured a school place under in-year admission procedures.
17. Fair Access Protocols exist to ensure that unplaced children outside the normal admissions round, especially the most vulnerable, are offered a suitable school as quickly as possible and to ensure that all schools in an area admit their fair share of children with challenging behaviour.
18. This provision will not apply to a looked after child or child with an Education Health and Care Plan naming the school in question, as these children must be admitted. Previously Looked after Children (including previously looked after children from outside of England) must be admitted promptly. If for any reason they are not admitted promptly they would be considered under the Fair Access Protocol.
19. All admission authorities must participate in the Fair Access Protocol in order to ensure that unplaced children are allocated a school place quickly. There is no duty for local authorities or admission authorities to comply with parental preference when allocating places through the Fair Access Protocol.