



White Hall
Academy

**Admissions Policy
for academic year
2017-2018**

Approved
17.3.16.

ADMISSION OF RECEPTION PUPILS

Pupils will be admitted to reception classes at the beginning of the academic year in which their fifth birthday falls, without reference to ability or aptitude. The intended number of admissions for the year is 90. Parents/carers can apply online to Essex County Council on www.essex.gov.uk/admissions or request an application form by telephoning 0845 603 2200.

The Schools Planning and Admissions Department at Essex County Council allocate all intake of children wishing to join White Hall Academy. In the first instance you will need to contact Essex County Council on their website www.essex.gov.uk/admissions or telephoning 0845 603 2200 to request a common application form. If you would like to come and have a look around White Hall Academy and meet Mr Gavin Bradley, Head of Academy, please contact 01255 422825 to arrange an appointment.

OVER-SUBSCRIPTION

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:-

1. Priority will be given to looked after children.
2. Children who live within the boundaries of the existing catchment area. A map of this area is available from the Academy.
3. Children who have a brother or sister currently attending the Academy.
4. Where there are medical grounds (supported by a doctor's certificate) for admitting a child.
5. Proximity of the child's home to Academy, measured in a straight line.

Please note that admission to the nursery does not imply automatic entry to the Academy.

KEY DEFINITIONS

Looked after Children

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order will be given first priority in oversubscription criteria ahead of all other applicants in accordance with the School Admissions Code 2012. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (as defined in Section 22(1) of the Children Act 1989).

Children with statements of special educational needs

Children with statements of special educational needs that name the school on the statement are required to be admitted to a school regardless of their place in the priority order.

APPLICATION PROCEDURES

Applications must be made in accordance with the co-ordinated scheme operated by the child's home LA. For children resident in Essex this is detailed in the Primary Education for Essex booklet.

AGE OF ADMISSION

Age of Admission

All children will be admitted full time in the September following their fourth birthday. As required by law, all Essex infant and primary schools provide for the full-time admission of all children offered a place in the Reception year group from the September following their fourth birthday. Therefore, if a parent wants a full-time place for their child from September (at the school at which a place has been offered) then they are entitled to that full-time place.

Parents can request that the date their child is admitted to school is deferred until later in the school year or until the child reaches compulsory school age in the school year. The law does not require a child to start school until the start of the term following their fifth birthday. Compulsory school age is reached at that point.

Where entry is deferred, the school will hold the place for that child and not offer it to another child. The parent would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.



Parents can also request that their child attends part-time until the child reaches compulsory school age. Any parents interested in taking up a part-time place initially should contact the individual school(s) for further details as to what this would entail.

Where parents choose to defer entry, a school may reasonably expect that the child would start at the beginning of a new school term/half term.

Where a parent of a 'summer-born' child (22 April – 31 August) wishes their child to start school in the autumn term following their fifth birthday, they will need to apply for a place at the correct time for the normal admission round for the following academic year. Supporting evidence from relevant professionals working with the child and family stating why the child must be placed outside their normal age appropriate cohort must be submitted. The Academy will decide whether the application for a Reception place will be accepted or whether it will be treated as an application for a Year 1 place, the child's normal age appropriate cohort. If the application for a Reception place is not accepted this does not constitute a refusal of the place and there is no right to an independent statutory appeal.

For information on Admissions Appeals for 2017/2018 arrangements can be found in the Essex County Council Website www.essex.gov.uk and follow the links to Education and School/Admissions/Appeals

Mid-Year Applicants

Applications for school places outside the normal admission round, whether in-year or at the start of the school year, which is not a normal point of entry to the school, should be made to Essex County Council using their common application form.

The following procedure will apply once a place has been offered:

Contact will be made with the previous school to obtain information on any Special Educational Needs or attendance issues.

An appointment will be made with the parents/carers and headteacher to discuss the feedback from the previous School/s and any concerns and/or appropriate interventions to support the child/children will be discussed once a place in the school has been offered.

The family/carers and child/children will be given a tour of the Academy.



Applications must be made by the National Closing Date detailed in the Primary Education in Essex and Secondary Education in Essex booklets which are available from the LA. Late applications will be dealt with as detailed in these booklets for children resident in Essex. Children resident outside of Essex should refer to the process for handling late applications published by their home LA.

Approved by Governors:

Signed:

A handwritten signature in black ink, appearing to be "M. J. [unclear]", written over a faint horizontal line.