



Great Barford VA Primary Academy ADMISSIONS POLICY YEAR OF ENTRY 2025

'Growing together through learning, friendship and worship'

INTRODUCTION.

Great Barford Primary Academy is a Voluntary Aided Church of England School within the Diocese of St Albans. The Board of the Unity Church of England Multi Academy Trust is the admission authority. The Board will admit up to the planned admission number of 30 children into the reception year.

The school provides for the admission of all successful applicants who have reached their 4th birthday by the beginning of September 2025.

However please note the following:

- a. These arrangements **do not** apply to our nursery intake.
- b. Parents of children currently in our nursery **must** reapply for a place in reception.
- c. Attendance at our nursery **does not** guarantee a place in reception
- d. Parents offered a place may defer the date of their child's admission until later in the year, or until the child reaches compulsory school age. Summer born children (born 1st April to 31st August) may only have admission deferred until the start of the summer term
- e. Parents can request part time attendance until the child reaches compulsory school age.

The Local Authority (Bedford Borough) operates an agreed co-ordinated admissions scheme in line with government legislation. The LA will coordinate the process on behalf of the school according to the scheme published each year. The Board, as the admission authority, will allocate the available places in line with this policy.

The closing date for admission application forms to be received by the home Local Authority is as advertised by that authority. Information on



completing the 'on line' application and notification dates of admission decisions are published in the LA admissions literature which is also available from their website.

All applications **must** be made on the applicant's **home** LA common application form.

Please note that the information in this policy is correct for the year shown. Policies for future years may be different.

HOW PLACES ARE OFFERED

Pupils who have a Statement of Special Educational Needs or Education Health and Care Plan are required to be admitted to the school which is named on the statement, even if the school is full.

In the event of there being more applications than available places, the following oversubscription criteria will be applied, in order.

Category 1 All 'looked after' children (LAC) or children who were previously 'looked after' (PLAC) including those children who appear (to the admissions authority of the school) to have been in state care outside of England and ceased to be in state care as a result of being adopted (IAPLAC) (see definitions);

Category 2 Children living in the catchment area with siblings at the school.

Category 3 Other pupils living in the catchment area.

Category 4 Children eligible for Early Years Pupil Premium, Pupil Premium or Service Premium Funding who currently attend Great Barford Primary Academy nursery class.

Category 5 Other Siblings.



Category 6 Children whose home address is outside the catchment area, but one or more of whose parents/guardians have, at the time of application shown commitment to the Church of England or another Christian Church by attending a service at least once a month for the year prior to an application being made. A clergy signature will be required to verify this level of attendance.

Category 7 Children of staff members

Category 8 Any other children

The Board cooperates with the fair access policies of the LA. In the case of twins or multiple births, if the eldest sibling has been admitted to the class, the second twin or remaining multiple birth siblings may then be admitted as exceptions to the rule of maximum class size, and remain so for the duration of their time in Reception/KS1.

DEFINITIONS

Looked After

The Children's Act 1989 defines a child who is 'looked after' as a child or young person who accommodated by the local authority (Section 20) or a child or young person who is the subject of a full care order (Section 31) or interim care order (Section 38).

A previously 'looked after' child is one who immediately after being 'looked after' became subject to an adoption, residence, or special guardianship order. An 'adoption order' is an order under section 46 of the Adoption and Children Act 2002.

A 'residence order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

*Internationally Adopted Previously Looked After Children (IAPLAC)
The definition of an 'Internationally Adopted Previously Looked After Child (IAPLAC)' refers to a child/ren (who appear to the admissions*



authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Responsibility for determining whether a child is eligible for IAPLAC priority rests with the admissions authority. The admission authority will seek guidance from the Virtual School Head (VSH) where required.

Special Guardianship Order as an order appointing one or more individuals to be a child's special guardian (or special guardians).

An Adoption Order is an order under section 46 of the Adoption and Children Act 2002. A 'child arrangement order' is an order setting out the arrangements to be made as to the person with whom the child is to live under section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians)

Home address

A pupil's home address will be regarded as the address of the parents or guardians with parental responsibility with whom the child normally lives. This will not usually include grandparents, aunts or uncles. Where a child spends time with parents at more than one address, the address used to allocate a school place will be the one at which the pupil is ordinarily resident and where the child spends the majority of the school week (Mondays – Fridays) including nights. If there is any query on the home address this will be checked against official documentation e.g. council tax bill, a recent utility bill (gas, electricity or water), a rental agreement, child benefit annual statement or family tax credit information.

Early Years Pupil Premium

The [Early Year's Pupil Premium \(EYPP\)](#) is additional funding for early years settings to improve the education they provide for disadvantaged 3- and 4-year-olds.

Pupil Premium

The Pupil Premium was introduced by the Coalition Government in April 2011 to provide additional support for looked after children and those from low income families. The extra funding is made available to schools to



help them narrow the attainment gap that still exists between pupils from disadvantaged and more affluent backgrounds

Service Premium Funding

State Schools, Academies and Free Schools in England, which have children of service personnel in Reception to Year 11, can receive the funding, which is designed to assist the school to provide mainly non-educational support (known as pastoral care) to these children.

Christian Church

The governors define a 'Christian' Church to be one which is a member of Churches Together in England or the Evangelical Alliance.

Siblings

A sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent / carer's partner, and in every case, the child should be living at the same address. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

Children of Staff Members

Admission authorities may give priority in their oversubscription criteria to children of staff in either or both of the following circumstances:

- a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or*
- b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.*

NOTES:

1. If applying these criteria results in there being more children with an equal right to admission to the school than the number of available places, the tie break will be the distance the pupil lives from the school, measured in a straight line, using the Local Authority's computerised mapping system, with those living closer to the school receiving the higher priority. The distance will be measured from the address point of the pupil's home to the front school gate. Priority



will not be given within each criterion to children who meet other criteria.

2. In the case of older children who apply to join the school, admission will be on the basis of places being available in the relevant class group. If there are more applicants for places than available, then the above Admission criteria will apply.
Requests for admission into other year groups should be made on the In-Year application form and in accordance with the Local Authority's co-ordinated scheme for In-Year admissions. The form is available from the school or Local Authority and can also be downloaded from the Local Authority website. (*Bedford Borough residents only*). *Parents not living in Bedford Borough should contact the Local Authority in which they live for an application form.* Should the year group be at capacity, the School Governors will make the final decision.
3. Pupils who have a Statement of Special Educational Needs or Education Health and Care Plan are required to be admitted to the school which is named on the statement, even if the school is full. Pupils identified for admission through the Fair Access Protocol will also be admitted even if the school is full
4. Parents who have not been allocated a place for their child in the reception class have the right of appeal to an independent panel. The LA will explain the procedure to you if this situation arises.
5. In the event of more applications than available places the governors will maintain a waiting list. These and late applications will go onto this list in a position determined by the criteria. The governors will maintain the list until the end of the autumn term. Parents are requested to inform the governors if they wish their child to remain on a waiting list after this date.

This policy has been ratified by the Board and will be reviewed annually.

Headteacher Sarah Evans Date

Approved on behalf of the Governing Board:



Chairperson Jane Ferguson Date