Admissions Policy 2022/23
Sun Hill Junior School

These arrangements have been varied in accordance with paragraph 1.7 of the revised School Admissions Code 2021 and these changes did not require ESFA permission

Introduction

The Perins Multi Academy Trust (The Perins MAT) is the admissions authority for Sun Hill Junior School. These admission arrangements have been adopted by The Perins MAT after statutory consultation.

This policy will apply to all admissions from 1st September 2022, including in-year admissions. It will be used during 2021/22 for allocating places for September 2022 as part of the main admission rounds for Year 3.

The guiding principles of the school admission policy are:

- to enable as many children as possible to attend their parents' preferred school;
- to enable Sun Hill Junior School to serve its local community;
- to assist parents in planning their children's education; and
- to support Hampshire County Council in ensuring that all children are allocated a school place.

The aims of the admission criteria are:

- to enable children, as far as possible, to attend their local school and thereby minimise long or difficult journeys to school;
- to enable siblings, as far as possible, to attend the same school;
- to promote high educational standards through curricular and pastoral continuity between schools serving the same catchment areas;
- to promote school involvement with the local community.

Admission Criteria

The Published Admissions Number (PAN) for the academic year 2022/23 is 66.

If there are sufficient applications, Sun Hill Junior School will admit up to the published admission number for the relevant year group. Where fewer applications than the published admission number are received, places will be offered to all those who have applied.

Any child with an Education, Health and Care Plan (EHCP) naming the school will be admitted. Where possible, such children will be admitted within the PAN.

The admissions criteria that will be used in the event of oversubscription are set out below and listed in priority order

1. Looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements order, or a special guardianship order[1] ; or children who appear to have been in state care outside England and ceased to be in state care as a result of being adopted.

[1] A looked after child is defined as 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 (see the definition in section 22(1) of the Children Act 1989). An adoption order is an order under section 46 of the Adoption and Children Act 2002 or section 12 of the Adoption Act 1976. A 'Child arrangements order' is an order settling the arrangements to be made as to the person with whom at child is to live under section 8 of the Children Act 1989, as

2. Children or families with an exceptional medical and/or social need[2] who apply within the normal admission round. Supporting evidence from a professional is required such as a doctor and/or consultant for medical needs or a social worker, health visitor, housing officer, police or probation officer for social needs. This evidence must confirm the child or family's exceptional medical or social need and why that need(s) makes it essential that the child attends Sun Hill Junior School rather than any other. If evidence is not submitted by the application deadline, the exceptional medical and/or social need cannot be considered.
3. Children whose parents are either members of staff who have been employed at Sun Hill Junior School for two or more years at the time at which the application for admission to the school is made; or children whose parents are a member of staff at the school recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Children living within the catchment area of Sun Hill Junior School[3] who at the time of application have a sibling at Sun Hill Junior School or the linked infant school, Sun Hill Infant School, who will still be on roll at the time of the sibling's admission. 'Sibling' refers to brother or sister, half-brother or half-sister, adoptive brother or adoptive sister, step-brother or step-sister, foster-brother or foster-sister and includes children living as siblings in the same family unit.
5. Children living outside of the catchment area of Sun Hill Junior School who were allocated a place at Sun Hill Infant School in the normal admission round in a previous year because the child was displaced[4] from the catchment school for their address and they remain living in the catchment area.
6. Other children living within the catchment area of Sun Hill Junior School who live closest to the school, based on a straight line from the School to the entrance to the property.
7. Children living outside of the catchment area of Sun Hill Junior School who at the time of application have a sibling on the roll of Sun Hill Junior School or Sun Hill Infant School who will still be on roll at the time of the sibling's admission. 'Sibling' refers to brother or sister, half-brother or half-sister, adoptive brother or adoptive sister, step-brother or step-sister, foster-brother or foster-sister and includes children living as siblings in the same family unit.
8. Children living outside of the catchment area of Sun Hill Junior School who, at the time of application, are on the roll of Sun Hill Infant School.

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amended by section 12 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).

[2] Applicants will only be considered under this criterion if on the application form (online or paper) they have ticked the appropriate box explicitly indicating that they wish for their application to be considered under medical / social need. 'Medical need' does not include mild medical conditions, such as asthma or allergies. 'Social need' does not include a parent's wish that a child attends Sun Hill Junior School because of a child's aptitude or ability or because their friends attend the school or because of routine child minding arrangements. Priority will be given to those children whose evidence establishes that they have a demonstrable and significant need to attend Sun Hill Junior School. Equally this priority will apply to children whose evidence establishes that their parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend this school. Evidence must confirm the circumstances of the case and must set out why the child should attend Sun Hill Junior School and why no other school could meet the child's needs. Providing evidence does not guarantee that a child will be given priority: in each case a decision will be made based on its individual merits and whether the evidence demonstrates that a placement should be made at Sun Hill Junior School above any other.

[3] The child's permanent residence is where they live, including weekends and during school holidays. The permanent address of a child who spends parts of their week at different addresses is the one at which they normally spend most of their time.

[4] 'Displaced' refers to a child who was refused a place at the catchment school in the normal admissions round having named it in the application and was not offered a higher named preference school. To identify the child's catchment school, please use this link https://maps.hants.gov.uk/SchoolCatchmentAreaFinder/ Note that some addresses are in catchment for more than one school and in this case, displaced refers to a child who was refused a place at any of their catchment schools.

9. Children who at the time of application have a sibling on the roll of Perins School who will still be on the roll at the time of admission.
10. Other children living outside of the catchment area of Sun Hill Junior School who live closest to the school, based on a straight line from the school to the entrance to the property.

Distance measurement

If Sun Hill Junior School is oversubscribed from within any of the above categories, straight line distance will be used to prioritise applications; applicants living nearer the school have priority. Distances will be measured from the Ordnance Survey home address point to the school address point using Hampshire County Council's Geographic Information Systems (GIS). Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance. Where two or more applicants are equidistant, random allocation will be used to allocate the place. The random allocation procedure published on the Hampshire County Council website will be used. http://documents.hants.gov.uk/education/Random-Allocation.pdf. The school's admissions coordinator will carry out the random allocation process if the situation arises.

Multiple births

Where a twin or child from a multiple birth is admitted to Sun Hill Junior School under this policy, then any further twin or child of the same multiple birth will also be admitted, if the parents so wish, even though this may raise the number in the year group above the school's PAN.

In-Year Fair Access placements by the local authority

As the admissions coordinator, Hampshire County Council is required to ensure that all pupils are placed in schools as quickly as possible. It may therefore sometimes be necessary for a pupil to be placed by the local authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with the provisions of the local authority's In-Year Fair Access Protocol. The Protocol is based on legislation and government guidance. If an admission raises the number on roll above the PAN, no further pupil will be admitted from the waiting list until a place becomes available within the PAN.

Procedure

Parents who are seeking admission for their son or daughter to Sun Hill Junior School should complete the Hampshire County Council Application Form (CAF) on line at https://www.hants.gov.uk/educationandlearning/admissions/applicationprocess/year3 by no later than midnight on 15th January 2022.

Late applications (ie those submitted after midnight on 15th January) will be considered after all on-time applications unless exceptional circumstances merit earlier consideration.

Letters to parents offering a junior school place will be sent by Hampshire County Council on 18th April 2022. For the main admissions round, all preferences will be considered simultaneously and ranked in accordance with the admission criteria. If more than one school can offer a place, the parents' highest stated preference will be awarded.

Appeals

Parents have the right to appeal against the decision not to admit a child to Sun Hill Junior School. Appeals will be heard by a panel which is independent of both the Perins MAT Trustees and the local authority. Details of the appeals process, relevant dates and a map of the Sun Hill Junior School catchment area are available on the school website, www.sunhilljuniorschool.co.uk

Waiting List

When all available places have been allocated, Sun Hill Junior School will operate a waiting list. Parents who wish their child to be included on the waiting list must inform the school in writing. Any places that become available will be allocated according to the admissions criteria of this policy with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round. Within the academic year fair access arrangements will take priority over the waiting list.

The waiting list will be reviewed and revised

- each time a child is added to, or removed from, the waiting list
- when a child's changed circumstances will affect their priority
- at the end of each school term, when parents with a child on the waiting list will be contacted and asked if they wish to remain on the list for the following school year.

Parents may keep their child's name on the waiting list of as many schools as they wish and for as long as they wish.

Admission of children outside their normal age group

Parents can seek places outside their child's normal age group. Decisions will be made on the basis of the circumstances of each case; parents may be offered a place in another year group at the school.

Legislation

This policy takes account of all relevant legislation including the Education Act 2002, the Schools Standards and Framework Act 1998, legislation on sex discrimination, race relations and disability, together will all relevant regulations and the School Admissions Code (DfE December 2014).