



**Admissions arrangements for Community Schools  
for September 2014 round of admissions**

**October 2012**

## **1. Oversubscription criteria**

For community primary schools the admissions policy is that, if at the closing date for applications, there are not enough places for all those who have expressed a wish to have their child admitted to a particular school, places will be allocated using the following criteria:

### **a) Reception intake:**

1. Looked after children and previously looked after children (see explanatory note );
2. Pupils who live in the catchment area served by the school and who have an older sibling attending the school or attending the “partner” junior school;
3. Pupils who live in the catchment area served by the school;
4. Pupils who live outside the catchment area served by the school and who have an older sibling attending the school or attending the “partner” junior school;
5. Pupils who live outside the catchment area served by the school.

### **b) Junior school intake:**

Priority will be given to those pupils currently attending the “partner” infant school. Provided that the number of pupils in year 2 of the infant school does not exceed the admission limit of the junior school they will all be guaranteed a place. If places remain unfilled the following criteria will be used, in priority order to allocate places up to the annual admission limit of the junior school.

1. Looked after children and previously looked after children (see explanatory note );
2. Pupils who live in the catchment area served by the school and who have an older sibling attending the school;
3. Pupils who live in the catchment area served by the school;
4. Pupils who live outside the catchment area served by the school and who have an older sibling attending the school;
5. Pupils who live outside the catchment area served by the school.

## **2. Oversubscription criteria for Leigh Infant and Leigh North Street Junior School for September 2013.**

### **a) Reception intake:**

1. Looked after children and previously looked after children (see explanatory note);
2. Pupils who live in the catchment area served by the school and who have an older sibling attending the school or attending Leigh North Street Junior School;
3. Pupils who live in the catchment area served by the school;
4. Pupils who live outside the catchment served by the school and who have an older sibling attending Leigh Infant School or Leigh North Street Junior School;
5. Pupils who live in the catchment area of West Leigh Infant and Junior Schools;
6. Pupils who live outside the catchment served by the school or outside the West Leigh Infant and Junior Schools catchment area

## **b) Junior school intake:**

Priority will be given to those pupils currently attending Leigh infant school. Provided that the number of pupils in year 2 of the Leigh Infant school does not exceed the admission limit of Leigh North Street Junior School they will all be guaranteed a place. If places remain unfilled the following criteria will be used, in priority order to allocate places up to the annual admission limit of the Leigh North Street Junior school.

1. Looked after children and previously looked after children,(see explanatory note )
2. Pupils who live in the catchment area served by the school and who have an older sibling attending the school;
3. Pupils who live in the catchment area served by the school;
4. Pupils who live outside the catchment area served by the school and who have an older sibling attending the school;
5. Pupils who live in the catchment area of West Leigh Infant and Junior Schools;
6. Pupils who live outside the catchment served by the school or outside the West Leigh Infant and Junior Schools catchment area.

## **4. Explanatory notes:**

Any reference to previously looked after children means children who were adopted (or subject to residence or special guardianship orders) immediately following having been looked after.

Pupils with Statements of Special Educational Needs that name a particular school are required to be admitted and the admission authority does not have the right to refuse admission.

In the case of over subscription in any one category “straight line” distance will be used to measure the distance between the pupil’s home and the nearest pupil entrance to the school. Distances will be measured using the Local Authority’s computerised measuring system. The pupils living closest will be given priority.

If the pupil’s home is a flat the distance will be measured to the main external entrance to the building. If the same distance is shared by more than one pupil, and only one place is available, the place will be awarded on the basis of a computerised random allocation process (supervised by someone independent of the Council / governing body).

All admissions criteria for pupils applying to start the Reception year and year 3 (in a separate Junior school) refer to the closing date for admission applications. For all other applications the criteria will refer to the date the application is received by the Council.

Siblings are considered to be an older brother or sister, half-brother or half-sister, step-brother or step-sister, adopted brother or sister, living at the same address, who attends the school at the time of application with a reasonable expectation that he or she will still be attending at the time of the proposed admission.

In the exceptional situation where one twin or one or two triplets are refused a place, in order to keep family members together the additional pupil(s) will be admitted even if this results in the admission limit for the year group being exceeded.

If it is not possible to offer the child a place at any community school, details of the appeals process will be forwarded to the parent by the Pupil Access Team.