BIRDWELL SCHOOL ACADEMY

School Admission Arrangements
2015 – 2016 School Year

1. The schools admission arrangements for Reception Intake are in conjunction with the North Somerset Co-ordinated Admission Scheme for new intake primary admissions for 2015 – 16. To see a copy of the scheme contact North Somerset Council (see para.5 below for contact details).

2. Birdwell School's academy trust, in accordance with the School's academy status, is responsible for admissions to the School.

The Admissions Number for Birdwell School for Reception Intake in 2015-16 is 60. This is also the admission level for Years 1 and 2. The admission level for Years 3 and 4 is 45. The admission level for Years 5 and 6 is 30. Admissions in excess of 30 pupils into Years 5 and 6, will take place as soon as possible in line with school place demand and the school's ability to fund additional class bases within its formula allocations.

3. If the school is not over-subscribed all applicants will be offered a place.

4. If the school receives more applications than the Admission Number the following criteria will be used to determine who will be allocated the places. All applications will be ranked in accordance with the criteria below given in order of priority.

   i) Children in Care or children who were previously in Care but immediately after being in Care became subject to an adoption, residence, or special guardianship order.
   ii) Children with a brother or sister who was attending the school prior to September 2008 and either he/she or any younger brother or sister will be attending the school at the time of admission.
   iii) Children with a brother or sister who started attending the school after or during September 2008 and he/she will be attending the school at the time of admission, where it is the nearest school to the home address.
   iv) Children, where it is the child’s nearest school to the home address.
   v) Children, where it is not the child's nearest school to the home address, with a brother or sister who will be attending the school at the time of admission.
   vi) Children living closest to the school.

Except for criterion (v) priority within each criterion will be given in order to:

   a) Children with a brother or sister within the same intake year group (for example twins, triplets) applying for the same school where it is the nearest to their home address. Priority will be given to those living closest to the school.
   b) Children living closest to the school.

When applying criterion Bv, priority will be given to children living closest to the school.
The distances between home and the school will be measured in a direct line between the address points of the child’s home and the main school entrance indicated on North Somerset Council’s computerized system(s). Where the direct line distances are equal, the ranking of applications will be made by drawing lots.

Where a school is named in a child’s Statement of Special Educational Needs the Admission Authority is legally required to admit the child to the school. Such children will therefore be allocated places before the over-subscription criteria are applied. Applications of this type will take priority over all other requests for places.

The school will hold a list of those Reception applicants still seeking a place at the school, until the last day of term 2 in 2015. All applications will be ranked in line with the school’s over-subscription criteria and allocations will be made in accordance with it. Priority will not be given on the basis simply of the date and application was added to the list. Children who are the subject of a direction by a Council to admit or who are allocated a school in accordance with a Fair Access Protocol for school places, will take precedence over those on the waiting list.

5. Reception Intake only:

Applications can be made online or on paper and should be submitted to your home council. If you live in North Somerset you should apply to:

Email: admissions@n-somerset.gov.uk
Website: www.n-somerset.gov.uk/admissions
Tel No: 01275 884078  Fax No: 01275 884753
North Somerset Council, People and Communities
School Admissions and Transport Team, Town Hall
Walliscote Grove Road, Weston-super-Mare BS23 1UJ

Applications must be submitted by the closing time and date of 23:59 on 15 January 2015 in order to be considered in the first round of school place allocations.

Applications submitted after the closing time and date will be treated as a late application and so will not be considered in the first round of allocations except where both of the following are the case:

- Such late applications are received before North Somerset Council has sent details of applications to other Councils;
- The applicants home council has accepted them as if they had been submitted by the closing time and date.

All other late applications will not be considered until after the first round of allocations; this may mean that all of the places have been allocated.
On-time applicants will be informed of the outcome of their application on 16 April 2015.
ADDITIONAL INFORMATION

6. In-Year Applications:
If there are more applicants than vacancies for any year group, In-Year applications will be considered in accordance with the above over-subscription criteria. An In-Year application form is available upon request from the school and/or North Somerset Council.
The school will, where appropriate, consider allocations for children identified as being from vulnerable groups in accordance with North Somerset Council’s Fair Access Protocol (full details available from North Somerset Council).

7. Children in Care
Children in Care are children who are a) in the care of the local council or b) being provided with accommodation by a local council in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).

8. Brothers and Sisters
To be considered as a brother or sister a child must be living at the same address for the majority of the time* as a full, half, step or adoptive brother or sister. Full and adoptive brothers/sisters are defined as children who have the same either biological or adoptive parents. Half brothers/sisters are defined as children who share only one either biological or adoptive parent. Step brothers/sisters are defined as children who are not necessarily related biologically (including Foster children) but are living in the same household for the majority of the time* at the address considered to be the address of the child for whom the application is made.
*A child must be living at an address for at least 50% of the time to be considered as living there for the majority of the time.

Except for a brother or sister within the same year group, a brother or sister must be attending (or is expected by the school and/or North Somerset Council to be attending) the school at the time of admission.

9. Home address
A child’s home address is considered to be the place where the child permanently and ordinarily resides for the majority of the time. This would normally be the same address as the person who has parental responsibility for the child as their main carer. Those moving should normally provide independent confirmation of the new address.

10. Parent: This includes all of these people, including carers, who have parental responsibility for a child as set out in the Children Act 1989.

11. Children with a Statement of Special Educational Needs: There is a different procedure for Children with a Statement of Special Educational Needs. Their parents should apply for a place via the service dealing with Special Educational Needs in their home council.
12. Right of Appeal
Parents whose school place application is refused have the legal rights to appeal against this decision. Details concerning how to appeal will be explained in the decision letter.

13. Admissions of children outside their normal age group
The Directors will consider applications for delayed or accelerated entry in cases where parents would like their child to be admitted to a year group either side of the chronological age year group. The reasons for the request must be fully explained in writing and included with the school place application form.

14. Deferred Entry
Parents of children aged four, but who have not yet reached their fifth birthday have the right to apply for a deferred entry to school. In these circumstances, parents can request that their child start school in the Reception year group at a later stage in the academic year, however must be in full time education by the start of the term (term 1, 3 or 5 as appropriate) following his/her fifth birthday.

Parents may also request that their child takes up their place part time until the child reaches compulsory school age.

15. Nearest School: For criterion (c) the distances used to determine the nearest school will be measured in a direct line. If direct line distances are equal the nearest school will be determined by drawing lots. The nearest school is the nearest appropriate one i.e. a maintained (not private or fee charging) mainstream school (excluding Catholic schools) that is appropriate to the child’s age.

16. All applications will be considered equally regardless of the ranking of a parent’s preference for the school.

17. School contact details: Birdwell School Academy, Hollis Close, Long Ashton, North Somerset, BS41 9AZ. Telephone: 01275 392496. Fax: 01275 384855. E-mail: office@birdwellschool.co.uk