



## ADMISSIONS POLICY

Jesson's CE Primary School has an Inclusive Education Policy and the admissions policy aims to maximise the opportunity to meet parental preferences and to meet the individual needs of children wherever possible. The School does not use a selective policy based on aptitude or academic achievement.

*Children will not be discriminated against as laid down by the Sex Discrimination Act 1975, The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, The Human Rights Act 1998, The Special Educational Needs and Disability Discrimination Act 2005 and The Equality Act 2010.*

The published admissions number for year 2025/2026 will be 90.

Jesson's Church of England Primary School primarily serves parents who wish their children to receive an education provided by a church school. There will be no charge relating to the admission of pupils.

**The governors have adopted a policy of taking one intake into the school in September of each academic year for pupils whose fifth birthday falls in the academic year, (1<sup>st</sup> September – 31<sup>st</sup> August).**

Where the number of applicants exceeds the admissions limit, places will be offered as follows:

- a) First priority for admission shall be given to relevant looked after children or children who were previously looked after but immediately after being looked after became subject to an adoption, a child arrangements order, or special guardianship order. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. See notes below.
- b) Children who have a child living at the **same address** who is their brother/sister, half brother/sister or stepbrother/sister and who are **attending this school at the requested time of entry**. The definition of brother or sister also relates to adopted or fostered children living at the same home address.
- c) Children of families who are active members of the Church of England (see note 2 below).
- d) Children of families committed to the practice of the Christian Religion. (See note 2 below).

- e) Children of families committed to the practice of other religions who would like their children educated at a Church of England School. (See note 3 below).
- f) Proximity of the child's home to the school, with those living nearer being accorded the higher priority. The distance will be measured in a straight line between the front door of the dwelling to the doors of the main entrance to the school in School Street.

In accordance with legislation a child with a Health and Care (EHC) Plans will be offered a place at the school named in the statement or EHCP as the most appropriate to meet the child's individual needs. This may reduce the amount of places available for children who do not have an ECHP.

**Note 1:** Relevant looked after children means children who are looked after by a Local Authority in accordance with section 22 (1) of the Children Act 1989 and who is (a) in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (see definition in Section 22 (1) of the Children act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under Adoption and Children Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. 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).

**Note 2:** In assessing eligibility under priorities (c) and (d), a letter to accompany the supplementary form from the parish priest or minister is required. This must provide evidence of attendance of at least once a month in the 12 months' prior to application.

**Note 3:** In assessing eligibility under priority (e) a letter to accompany the supplementary form from a faith leader to confirm that they are members of the faith community.

**Note 4:** In the event that we are unable to distinguish between applicants for the final available place, such as in the case of children who live in the same block of flats or children from multiple births where infant class size legislation would be breached, then the final place will be randomly selected by drawing lots.

**Note 5:** Where parents have shared responsibility for a child and the child lives with both parents for part of the school week then the home address will be determined as the address where the child lives for the majority of the school week, (i.e. 3 out of 5 days available). Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

**Note 6:** Where parents apply for a place outside the normal round of admissions i.e. during the school year, they will be referred to the Local Authority School Admissions Department in the first instance.

Parents of pupils not offered a place will be advised of their right to appeal to an independent appeals panel.

**The governors have agreed to follow the same process and time scale as adopted by Dudley MBC and the 2025/2026 Co-ordinated admission arrangements across Dudley Borough Schools.**

### **Late Applications**

Preferences that are received after the closing date will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline.

In each circumstance supportive documentary evidence must be provided by the parent / carer at the time of application.

### **Waiting Lists**

If the school is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admissions criteria, then those applicants who are unsuccessful will be asked if they wish to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the published admissions criteria and the list will operate from the point of allocation until the 31st August 2026. After this point the waiting list will no longer be in operation and places that become available will be allocated on a first come first basis. If more than one application is received at the same time, the oversubscription criteria, as detailed on page 3, will be used to determine which applicant will have the place.

Inclusion on the waiting list does not mean that a place will eventually become available.

A child's position on a waiting list is not fixed and is subject to change during the year i.e. they can go up or down the list.

Places that become available between the point of allocation and 31 August 2026 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

### **Deferred Entry to Reception Class**

Parents have the right to retain a place offered and request that their child be admitted to Reception Class later during the 2025/26 academic year or until the term in which the child reaches compulsory school age, if they so wish. Parents can also request that their child takes up the place part-time until the child reaches compulsory school age.

### **Admission of children outside of their normal age group.**

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents should make their application to the Local Authority setting out the reasons why they believe their child should be taught outside of their chronological age group.

In addition, the parents of summer born children may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by the Governing Body of Jesson's CE Primary School who will take into account the circumstances of the case. Parents do not have the right to insist that their child is admitted to a particular year group.

### **Repeat Applications**

Unless there are significant and material changes in the circumstances of a parent's application for their child or the school, the governors will not consider a repeat application in the same academic year.