



Crossflatts Primary School Admissions Policy

Date: 20/02/2024

Signed: N Bennett N. Bennett – Headteacher

M.Morgan M.Morgan – Chair of Governors

Admissions Policy 2023/2024

Crossflatts Primary School is 2 form entry (60 pupils per year group).

Nursery Admissions

To apply for a place in our nursery, please contact the School Office or download a Nursery Application Form from the Our School section of the website to complete and return to school.

The school will need to see the birth certificate of the child and this information will be recorded on the application form.

We have two intakes per year and all children will join the nursery in either September or January depending on their date of birth. Children must be age three to be able to join our nursery.

Reception Admissions

To apply for a place in Reception, please contact Bradford City Council admissions team on 01274 439200. Please see the guide 'Applying for a Primary School' which is available on the school's website.

In-Year Transfers

For In-Year transfers, please contact Bradford City Council admissions team on 01274 439200.

Appeal arrangements for admissions:

Please see the appeal admissions link on the school's website.

Entitlement

All three and four year old children are entitled to a free early education place before they reach statutory school age (the beginning of the school term immediately following the child's fifth birthday).

Children are admitted into Reception Class in the September following their fourth birthday.

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the term in which the child reaches compulsory school age. Parents can

request that their child takes up the place part-time until the child reaches compulsory school age. The admission criteria will apply to all children seeking a school place, whatever their term of entry. The place offered will be reserved on condition that it is taken up within the same school year.

Admissions of summer born children may be deferred to the following September but in those cases children may be offered a place to enter Year 1 unless an application has been made and agreed by the Local Authority (Bradford Council) in advance.

The Local Authority will consider any application for a deferred entry into Reception of summer born children for the September following their fifth birthday. Such requests will be considered in accordance with the Local Authority's 'Guidance on the admission of summer born children' and DfE Advice.

Children attending a school's nursery are not guaranteed a place in the reception class and a separate application must be made through Bradford Council.

Pupils with an education, health and care plan

The admission of pupils with an Education, Health and Care Plan (EHCP) is dealt with by a separate procedure.

Such children are dealt with through a separate legislative process and without reference to the oversubscription criteria below. Children who have an EHCP which names a specific school, will usually be admitted to that school.

Tie break

When demand exceeds places in any of the following policies, the distance between the child's home and school, measured by a straight line distance from the Ordnance Survey address point of the home to the main entrance to the school building, will be used to decide who is given a place; those living nearest being given the available places. Where the offer of places to applicants with equidistant addresses would lead to oversubscription, the decision of who will be offered the place will be made by random selection.

Multiple births

Where a parents of multiple births (twins, triplets etc) request admission and only one of the siblings can be offered a place, the remaining siblings will also be offered places above the admission number.

Oversubscription Criteria

Where the number of preferences for a school exceeds the number of places available, priority will be given to children in the following categories:

1. Looked after children or children who were previously looked after but ceased to be so because they were adopted or became subject to a residence or special guardianship order.
2. Children who have exceptional social or medical needs, supported by a written recommendation from the child's paediatrician/consultant or professional from Children's Services. The letter must explain why the school is the only suitable school to meet the child's needs and why no other school could provide the appropriate support for the child.
3. Sisters and brothers of children living at the same address, who are at present on roll at the school, and will still be attending the school at the time of admission (see Notes below).
4. Other children.

Notes

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is 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)
2. The terms "siblings" refers to children who live with the same family at the same address. Children living with the same family e.g., foster children and step-sisters and brothers are also included. Cousins are not siblings.
3. 'Home address' refers to the child's permanent home at the date of admission. Where the child lives with parents with shared responsibility, it is for the parents to determine which address to use when applying for a primary school. Proof of residency may be required at any time during or after the allocation process.