



Bramshall Meadows First School

Admission Arrangements for 2022/23

Introduction

Bramshall Meadows First School is a First School in Uttoxeter, Staffordshire and is part of The Uttoxeter Learning Trust. As a member of the Uttoxeter Learning Trust's family of schools, Bramshall Meadows First School provides the beginning of a seamless educational journey for the children from Early Years to Year 4. Our aim is to ensure that our Admission Arrangements focus on serving the local community and reflect our vision and values as a Trust.

We strive to live up to our motto 'Inspiring Teachers, Inspiring Children.'

More information about The Uttoxeter Learning Trust is available on our website <https://www.uttlit.org/>

Bramshall Meadows First School is a new school which will open in September 2022 with a Reception Class and the school will grow from there each year. It is designed to have one form of entry from Reception to Year 4 and will offer Nursery provision. Bramshall Meadows First School will pride itself on providing the very best possible start to children's education within a happy, safe and caring learning environment. We will nurture resilient, caring, lifelong learners who achieve their full potential and have the confidence to create and take up the opportunities life offers.

Admission number

The school has an admission number of 30 for entry in Reception.

The school will accordingly admit this number of pupils each year if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied. If the total number of applications received exceeds the admission number, the published oversubscription criteria will be used to allocate the available places.

Application process

Applications in the 'normal round' (that is the main cycle of applications to secure Reception places from the beginning of the school year) are administered on behalf of the Academy Trust by Staffordshire Local Authority as part of the local coordinated scheme. All other applications ('in year' for Reception or other Year Groups) are managed directly by the school.

You will need to complete your Local Authority Common application Form to apply for this school alongside your other school choices. For parents living within Staffordshire applications should be made online through Staffordshire County Council's website. The online system will open on 1 November 2021. An application form can be found from 1 November 2021 at <https://www.staffordshire.gov.uk/Education/Admissions-primary/Apply/Application-forms-for-admission-to-school.aspx>

The closing date for applications is 15th January 2022.

Offers will be made on 16th April 2022. If we have not entered into a funding agreement with the Secretary of State opening the school by that date, they will be conditional offers and will be confirmed once we have a signed funding agreement.

Oversubscription criteria

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan naming the school, the following order or priority will be used to allocate the available places:

1. Children in care and children who ceased to be in care because they were adopted (or became subject to a child arrangements order or special guardianship order), including those children 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.
2. Children with exceptional medical or social needs. Each application must include evidence from a medical specialist or social worker of the child's need and why they must attend this school rather than any other, based on those needs. If evidence is not submitted to the Local Authority with the application, a child's medical or social needs cannot be considered by The Trust.

3. Children who have an elder brother or sister attending the school at the time the application is received.²
4. Children living within the catchment area set out in the map at the end of this policy. Children whose properties cross the boundary line will be considered to be living within the catchment area.
5. Other children arranged in order of priority according to home -to-school distance.³

Where it is not possible to accommodate all children applying for places within a particular category then the school will allocate the available places in accordance with the remaining criteria. If for instance, all the catchment area children cannot be accommodated at a school, children who are resident within the catchment area will be arranged in order of priority according to criteria 6.

Definitions relating to the criteria

1. 'Looked after children' are (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 definition in Section 22(1) of the Children Act 1989). 'Previously looked after children' are children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order. These definitions are set nationally, by the Department for Education.
2. 'Children who have an elder brother or sister - For admission purposes, this includes a child who lives at the same address and either: have one or both natural parents in common; are related by a parents' marriage; are adopted or fostered by a common parent or are unrelated children who live at the same address, whose parents live as partners.
3. 'Home-to-school distance' is a straight line distance between an applicant's home address to the main front gate of the school. Distances are measured using Staffordshire County Council's Geographical Information System (GIS).

Notes

A child's 'home address' is defined as the child's along with their parent's main and genuine principal place of residence at the time of the allocation of places i.e. where they are normally and regularly living. If a child is resident with friends or relatives (for reasons

other than legal guardianship) the friends or relatives address will not be considered for allocation purposes. Where parents have shared responsibility for a child, and the child lives with both parents for part of the school week, parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

It is expected that parents will agree on school places before an application is made, and it may be necessary to request evidence from you to confirm that this is the case. The Trust is not in a position to intervene in disputes between parents over school applications and will request that these are resolved privately.

If a child's home address changes during the admissions process it is the responsibility of the parent/carer to inform the Local Authority immediately.

The above definitions are used by Staffordshire Local Authority in relation to admissions to schools that they maintain - the Uttoxeter Learning Trust schools adopt the same definition to avoid any confusion and keep arrangements as simple as possible for local parents and carers.

Tie-break

If in the categories 2-6 above a tie-break is necessary to determine which child is admitted, a random allocation will be undertaken by the Local Authority on behalf of the Trust.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc) from the same family tied for the final place. We will admit them all, as permitted exceptions to infant class size legislation and exceed our PAN.

Late applications

All applications received by the local authority after the deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, applicants are automatically placed on a waiting list.

Deferred entry for infants

Parents / Carers offered a place in Reception for their child have a right to defer the date their child is admitted, or to take the place up part-time, until the child reaches compulsory school age. Children reach compulsory school age on 31st August, 31st December or 31st March

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- whichever of these three dates follows (or falls on) the child's 5th birthday. Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made.

Admission of children outside their normal age group, including for 'summer-born' children

Parents or carers may request that their child is admitted outside their normal age group. To do so, they should include a written request with their application, setting out reasons for their request.

When such a request is made, the Headteacher will make a decision on the basis of the circumstances of the case, based on their professional judgement of what is in the best interest of the child, taking account of the evidence and rationale provided by the Parents/Carers.

Waiting lists

Where in any year the school receives more applications for places than there are places available, a waiting list will operate. The waiting list will be maintained by the Local Authority on the school's behalf until 31st December.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact:

<https://www.staffordshire.gov.uk/Education/Admissionappeals/home.aspx> within 20 school days from the date of notification that your application was unsuccessful for information on how to appeal.

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