Whinfield Primary School

Admissions Policy 2027-2028

Education Village
Academy Trust

Values and Ethos

Our values and ethos are inclusive and child centred. Our Trust is founded on the principles of inclusivity, diversity and fairness, and they are fundamental to our delivery of exceptional learning experiences.

EVAT stands for:

- **E**xcellence and high standards
  - a can-do culture and no-excuses ethos
- **V**alues driven with a deep sense of moral purpose
  - putting children and young people first
  - behaving ethically
- **A**mbitious and aspiration for all
  - irrespective of background or barriers – being truly inclusive
- **T**eamwork
  - we do more, better and faster, together

We are a village. We collaborate, with our learners, their families and our communities, to provide exceptional education so that all the children and young people we serve achieve the best possible outcomes.

Our Ethos is to:

- Create a nurturing and friendly atmosphere and provide an environment where everyone feels valued for who they are
- Bring out the best in every child and young person and meet the full range of their individual needs
- Provide different and unique experiences, challenges and activities
- Show tolerance and respect for each other
- Prepare our children and young people for lifelong learning
- Improve the life chances of every child and young person we serve.

This document, and its associated procedures and protocols, are based on these key principles.

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The Board of Trustees of The Education Village Academy Trust (EVAT) is the Admissions Authority for Whinfield Primary School. The Admissions Policy Criteria will be applied on an equal preference basis and works in association with the Coordinated Scheme for Darlington Authority.

Admission number

For Whinfield Primary School the admission number for our Reception class is 60. The usual admission date for our Reception class is 1st September each year.

The following applies to Reception Class admissions:

Process of application

Applications for places at the school will be made in accordance with the coordinated admission arrangements of Local Authorities and will be made on the Primary School Application forms provided and administered by the Local Authority. Prospective pupils and their parents/carers are encouraged to visit the school before making an application.

Consideration of applications

Where fewer than the admission number are received, the school will offer places to all those who have applied.

Where the number of applications for admission is greater than the published admissions number, applications will be considered against the oversubscription criteria set out below. After the admission of students with a statement of Special Educational Needs where the school is named on the statement, the criteria will be applied in the order in which they are set out below:

a) Children in Public Care (Looked after Children); See Note 1 below.
b) Children whose siblings (see Note 2 below) currently attend the school and who will continue to do so on the date of admission.
c) Children who live nearest the school measured from the front door of the home address to the main school gate, by the shortest walking route judged to be safe (lighting at regular intervals and paved/ tarmacked). This will be based on the child's permanent home address (See Note 3 below). To remain consistent, the school will measure distance using the Geographical Information System adopted by the Borough Council to measure all distances.

d) Children with very exceptional medical factors directly related to placement at one of the schools. Applications under this criterion should be supported by written evidence from a doctor (see explanation below).

Tie Break

In the event of a tie-break in any oversubscription criteria, distance will be the deciding factor, which may involve an officer walking the route using a pedometer.

Multiple Births

For multiple births where only one place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

Admission of children outside their normal age group

If a parent seeks a place in a year group outside of their normal age group, they should complete an application form and attach a covering letter along with any accompanying documentation that details the circumstances behind their request, for example if their child has missed a significant amount of time due to ill health.

This should be forwarded to the Schools Admissions Team, at the Town Hall, who will consider the request with the Trust. Once a decision has been made the Admission Authority will write to the parent/carer informing them of the decision and setting out reasons for such.

Parents of summer born children can also make a request to apply for their child to start school in the next academic year after they reach five and should follow the same process but should start the process in the September of the year prior to the of entry.

Admissions Oversubscription Criteria

Note 1: Definition of Children in Public Care

Children who are currently in public care (looked after children) including adopted children who were previously in care. A 'looked after' child is a child who is looked after by a LA in accordance with Section 22 of the Children's Act 1989(b) at the time when application for admission to the school is made and whom the LA can confirm will still be looked after at the time of admission.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

Note 2: Definition of 'sibling'

Siblings (brothers or sisters) are considered to be those children who live at the same address and either:

- have one or both natural parents in common.
- are related by a parent's marriage.
- are adopted or fostered.
- their parents are married/co-habiting and children live together in the same household.
- they are children of the same household.

Note 3: Home Address

This is the child's permanent address where he or she generally resides. Temporary addresses may not be used in the application for admission to the school.

For parents/carers who may have more than one property, reference should only be made to the property in which they and the child(ren) mainly reside.

Where parents/carers are separated and the child lives for periods with both, then the home address will be that of the parent that receives the child benefit.

If the main address has changed temporarily, for example, where a parent/carer resides with extended family during a period of sickness or takes up temporary accommodation due to building works/renovation, then the home address remains that at which the parent/carer was resident before the period of temporary residence began.

Any permanent change of address during the period from making an application to the offer being made, must be notified to the Local Authority immediately, as this may affect the admission offer made. In the event of a change of address affecting the application for your child to attend the school, the school will request a letter from a licensed conveyancer or a solicitor's letter confirming exchange of contracts.

Where there are shared care arrangements, the home address will be where the child lives for the majority of the week Monday to Friday or where a court has determined their home address should be.

Note 4: Children with medical factors directly relating to a school admission

If you state a preference for an EVAT school and indicate your reason for doing so is 'medical', then you are required to send a supporting letter from a professional practitioner. The supporting evidence should set out the particular reasons why the school is the most suitable school and the difficulties it would cause if your child had to travel to another school. Permission from parents must be given to share this information.

Waiting lists

Subject to any provisions regarding waiting lists in the LA's co-ordinated admission scheme, the school will operate a waiting list. Where in any year the school receives more applications for places than there are places available, a waiting list will operate. This will be maintained by the Local Authority, and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

The position of children on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraph 7 of this policy. Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Arrangements for appeals panels

Parents will have the right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the school. The Appeal Panel will be independent of the school. For details on how to appeal contact the School Admissions Team at the Local authority.

Arrangements for admitting students to other year groups, including to replace any students who have left the school

Subject to any provisions in the LA's co-ordinated admission arrangements relating to applications submitted for years other than the normal year of entry, the school will consider all such applications and, if the year group applied for has a place available, admit the child. If more applications are received than there are places available, the oversubscription criteria shall apply. Parents whose application is turned down are entitled to appeal.

Policy for In-Year Applications

Families who move into the area who require a place(s) at a Darlington school must contact the Schools Admissions Section at the Town Hall. Parent/carers will be sent an In-year Application Form (IYAF) and will be directed to the Council's website for a copy of the Guide for Parents. Should a place be available at the school requested by a parent, a meeting with the Principal (or his/her representative) must take place before a start date is agreed.

The In-year application form should be accompanied by a copy of the birth certificate and/or passport. The Schools Admissions Team in agreement with the parent/carers and the Principal, will arrange this meeting. Should however a parent/carer request a place at a school that has no places available, then they will be informed about the appeals process and the availability of alternative school places.