



OFFLEY PRIMARY ACADEMY – ADMISSIONS POLICY 2019/20

Offley Primary Academy is part of the St Barts Multi-Academy Trust and adopts the Cheshire East Council Admissions Scheme.

The Cheshire East Local Authority Co-ordinated Admissions Scheme can be found at <http://www.cheshireeast.gov.uk/schools/admissions/admissions.aspx>. Parents wishing to apply for a place at Offley Primary Academy can also apply for a place via the link above.

The scheme meets the requirements for a scheme for co-ordinating admission arrangements under the School Admission (Admission Arrangements and Coordination of Admissions Arrangements) (England) (Amendment) Regulations 2014, made under the School Standards and Framework Act 1998 (SSFA/98), for the area of Cheshire East Council (the Local Authority).

The maximum number of children we can accept into each Year Group is 60 Pupils (PAN 60). This excludes the Pre-school which will process admission enquires via contacting the Academy directly. The Pre-school is accessible to all children from their third birthday subject to availability and readiness of the individual child to stay happily within the group.

Oversubscription Criteria for all types of admissions:

In the event that the number of applicants exceeds the number of places available, the Governing Board, as admissions authority for the school, will apply the following oversubscription criteria:

A child with a statement of Special Educational Needs or an Educational Health Care Plan is given overall priority. Once any child with a statement or plan where the school is named has been allocated a place the following criteria will be used for allocating places if the school is oversubscribed:

i) 'Cared for and previously Cared for Children' A 'cared for child' is a child who is in the care of a Local Authority or provided with accommodation by that authority (as defined in section 22 of the Children Act 1989) at the time of application and who the Local Authority has confirmed will still be cared for at the time of admission to the school. Previously Cared for Children are children who were cared for as defined above but immediately after being cared for became subject to an adoption, child arrangements order, or special guardianship order

(ii) Siblings.

Pupils with elder brothers or sisters, step-brothers or step-sisters, half-brothers or half-sisters, adopted brothers or adopted sisters living together as part of one household, already attending Offley Primary Academy (in years Reception through to Year 5) and expected to continue at the school in the following school year. (i.e. at the time of admission).

(iii) Children resident within the designated catchment zone of the school.

Children will be classed within this category if they and their parents/carers are resident within the area served by Offley Primary Academy on the closing date for applications.

(iv) Pupils living nearest to the school.

This will be measured using an Ordnance Survey address-point system which measures straight line distances in miles from the address point of Offley Primary Academy to the address point of the place of residence.

Where Offley Primary Academy cannot accommodate all pupils qualifying under one of the criteria stated above, the next criteria will also be applied to determine priority for admission. For example, if Offley Primary Academy cannot accommodate all siblings for whom an application has been received, all sibling applicants will be prioritised in the order of:

- a) Siblings (criterion ii) who live within the school's designated catchment area (criterion iii).
 - b) Siblings (criterion ii) who do not live within the school's designated catchment area (criterion iii)
- All applicants within each criterion will be put into a distance order with priority being given to those that live nearest to Offley Primary Academy, as stated in criterion (iv) above.

Key dates within the application process can be found on the Cheshire East School Admissions website.

Late applications will be considered in accordance with the Cheshire East Coordinated Scheme 2018-19, as found on the Cheshire East School Admissions website.

Waiting lists will be held until the end of the autumn term for September intake only.

If an application for admission has been declined, parents can appeal to an independent appeals panel. An Appeals Form can be obtained via the School Office: admin@offleyprimaryacademy.co.uk or 01270 685355.

In year applications will be processed by the school. If there is a vacancy a place will be offered. If more than one application is received, and only one place is available, they will be considered in accordance with the criteria above.