



# Burton Leonard Church of England (VC) Primary School



Love our neighbour, enabling everyone to shine and make a difference in the world.  
'Love your neighbour as yourself' Luke 10:27

## Admissions Policy 2023-24

<b>Date:</b> <b>September 2023</b>	<b>Headteacher: Mrs Rebecca Wolfe</b>
<b>Review Date:</b> <b>September 2024</b>	<b>Chair of Governors: Mr Paul Robinson</b>

### Statement of intent

At Burton Leonard C of E (VC) Primary School, we welcome all pupils, and places at the school are offered in an open, fair, clear and objective manner. We work to the principle that any parent accessing our admissions arrangements will be able to understand easily how places for that school will be allocated, and will not be alienated or discouraged from applying based on admissions criteria. The following policy follows the North Yorkshire Council Admissions Policy for 2023-24. Visit [NYC Admissions Policy 2023-24](#)

### Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Equality Act 2010
- Human Rights Act 1998
- School Standards and Framework Act 1998
- DfE (2021) 'School Admissions Code'
- DfE (2012) 'School Admission Appeals Code'

This policy operates in conjunction with the following school policies:

- Pupil Equality, Equity, Diversity and Inclusion Policy
- Data Protection Policy
- Special Educational Needs and Disabilities (SEND) Policy
- SEN Information Report

#### The Published Admissions Number (PAN)

The number of places available is determined by the capacity of the school. The PAN for each year group at Burton Leonard C of E (VC) Primary School is 10 pupils. The LA will consult with the governing board where it proposes to increase, decrease or keep the same PAN.

All governing bodies are required by section 324 of the Education Act 1996 to admit to the school a child with an Educational Health and Care Plan (EHCP) that names the school. This is not an oversubscription criterion. This relates only to children who have undergone statutory assessment and for whom a final Educational Health and Care Plan has been issued.

If the number of applications exceeds the Published Admission Number (PAN), after the admission of children where the school is named in the Education Health and Care Plan the following oversubscription criteria will apply:

Priority Group 1	Looked after children and all previously looked after children for whom the school has been expressed as a preference.  Children who appear to the admissions authority to have been in state care outside of England and cease to be in state care as a result of being adopted.
Priority Group 2	Children the authority considers have special social or medical reasons for admission.
Priority Group 3	Children living within the catchment area of the school.
Priority Group 4	Children of staff at the school

Priority Group 5	Children living outside the normal area of the school.
------------------	--

Children in higher priority groups will be offered places ahead of those in lower priority groups (priority group 1 being the highest and priority group 5 being the lowest). All applications within each priority group will be considered equally ( i.e. all applications, regardless of order of preference).

#### Tie break

If there are not enough places for all the children in one of these priority groups, the Local Authority will give priority first to those with a sibling at the school in September 2023, who live the nearest to the school (in all cases sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent / carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling) and then to those living nearest the school.

All distance measurements are based on the nearest route which is recognised by the Local Authority's electronic mapping system from a child's home address to school. The measurement is made from a fixed point within the dwelling, as identified by Ordnance Survey, to the nearest school entrance using footpaths and roads. The routes measured to determine the allocation of school places will be those recognised by the electronic mapping system used by the school admissions team.

If the distance tie-break is not sufficient to distinguish between applicants in a particular priority group a random allocation will be used.

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

Families may seek a place for their child outside of their normal age group via the Local Authority under various circumstances such as:

- ill health
- if the child is gifted and talented
- when the child has experienced problems
- delayed entry for summer born children

#### Deadlines & Application Forms

Applications should be completed and returned via the North Yorkshire Council website. Deadlines for applications can be accessed from the NYC Admissions website.

#### In-Year Applications

The allocation of any places which may become available during the year will be made on the basis of the current Oversubscription Criteria. Applications should be made via the Local Authority using the appropriate Local Authority in-year application form. There are no deadline dates for in year applications.

#### Admission Appeals

If you are unsuccessful in gaining a place for your child at this school you will be informed by The Local Authority in writing, be given reasons and informed of your right to an independent appeal against the decision.