

Oversubscription criteria for In-Year Admission to Community Schools 2018-19

Offers of places up to the admission limit will be made to all those who apply unless the particular school is over-subscribed. When this occurs places will be allocated in the following order:

1. 'Looked after children' and children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been 'looked after' (see Note 1)
2. Children without a school place who the Director of Education & Skills accepts have an exceptional need which the school is particularly able to meet (see Note 2)
3. Children without a school place who live within the school's associated geographical area* and will have a sibling** at the school at the time of admission
4. Children without a school place who live outside the school's associated geographical area* and will have a sibling** at the school at the time of admission
5. Children of teaching staff of the school where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made and will be in employment as a teacher at the school when the child starts school
6. Children who live within the school's associated geographical area* and who are without a school place because they have moved
7. Children without a school place who live within the school's associated geographical area*, who are a former pupil of the school and who have attended the school in the 12 months prior to the date of the application
8. Other children without a school place who live within the school's associated geographical area*
9. Other children who will have a sibling** in the school at the time of admission
10. Other children who live within the school's associated geographical area*

11. Remaining places are offered to children living outside the individual school's defined area, giving priority to those living closest to the school when distance is measured in a straight line.

*For our community secondary school (Friern Barnet School), the associated geographical area is defined as the largest area to which places have been offered at secondary transfer during the last three years.

** A sibling would include a half, step, adoptive or foster sibling provided they also live at the same address and who is a pupil or has been offered a place at the school in years Reception – 11 (or in years 12-13 at Woodhouse College, provided they also attended in years 7-11 for at least one year), or at the linked school in the case of separate infant and junior schools.

Note 1

A child looked after is a child in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989. An adopted child is defined by section 12 of the Adoption Act 1976 and section 46 of the Adoption and Children Act 2002. Child arrangements orders are defined in Section.8 of the Children Act 1989, as amended by Section12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. A special guardianship order is defined by section 14A of the Children Act 1989.

Note 2

Applications made under this criterion must be supported by a current letter from a doctor, social worker or other appropriate professional. The letter must name the school and must specify the reasons why the particular school is most suitable for the child and the difficulties that would be faced if the child attends an alternative school.

Distance

Distance is measured in a straight line between the address point for the child's home, supplied by Ordnance Survey, to the school's main gate (unless specified otherwise) using the Council's computerised geographical information system.

Tie Breaker

Distance will be used as a tie-breaker within each category.

Final Tie Breaker

Applicants from the same block of flats, or applicants who live the same distance from the school will be selected in random order and places will be offered accordingly.

Applications made on behalf of twins or triplets (Multiple Births)

If only one place is available at the school and the next child who qualifies for an infant class place is one of multiple birth siblings, we will ask community schools to go over their published admission number to support the family. These children will be deemed as 'excepted' pupils under infant class size legislation. When the over-subscription criteria are applied to other applications made on behalf of twins or triplets, they will be selected in random order and places will be offered accordingly. This could result in one (or two) children in a family being offered a place but not the other(s). Where relevant, the remaining child(ren) would be retained automatically on the particular school's waiting list and would have priority should any vacancies arise at that school.

Requests for admission outside the normal age group

Children are educated in school with others of their age group, with the curriculum differentiated as necessary to meet the needs of individual children. However, parents may request that their child is exceptionally admitted outside their age group, for example if their child is gifted or talented or has experienced problems such as ill health. As the admissions authority for community schools, the local authority will decide whether or not the individual circumstances make this appropriate on educational grounds and in the best interests of the child. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a

medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely

Parents seeking admission to a different age group should complete an application for the correct year group and then submit a request for out-of-year admission together with supporting evidence that demonstrates why it would be in the child's best interests to be placed outside their normal age group.

Fair processing and Sharing Information

The information provided with an application for a school place will be used in line with the provisions of the **Data Protection Act 1998**. Barnet has a duty under the Children's Act 2004 to work with partners to provide and improve services to children and young people in the area. Therefore, Barnet may also use this information for other legitimate purposes and may share this information where necessary with other bodies responsible for administering services to children and young people. Barnet also has a duty to protect the public funds it administers, and to this end, it may use the information you have provided on this form for the prevention and detection of fraud.

The people who may receive this information are:

- o The current school
- o The school to which the child is to be admitted
- o Other Admission Authorities so as to ensure that parents have provided consistent information and do not hold on to more than one school place
- o Any organisation legitimately investigating allegations of fraud, criminal offences or child protection.