

APPENDIX A

ADMISSIONS ARRANGEMENTS FOR 2020/2021

OVERSUBSCRIPTION CRITERIA FOR ALL COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY & SECONDARY SCHOOLS IN HEREFORDSHIRE

The oversubscription criteria list (A) below applies to all schools where Herefordshire Council is the admissions authority except for Aylestone and Weobley Secondary Schools for whom list (B) below applies

(A)

Children with a Statement of Special Education Needs or an Educational, Health & Care Plan which names a particular school will be allocated places, after which places are allocated according to an agreed set of criteria, in strict order of priority.

Priority 1 - Looked after children and children who were looked after in England, but ceased to be due to being adopted or became subject to a residence order or special guardianship order

Priority 2 - Looked after children and children who were looked after outside of England, but ceased to be due to being adopted or became subject to a residence order or special guardianship order

Priority 3 - Children living within the **defined catchment area*** of the school;

Priority 4 - Sibling connection - Children who have an **older sibling**** at the preferred school not only at the time of application but also when the younger child is due to start;

Priority 5 - Exceptional circumstances - Children with exceptional **medical, social or compassionate** grounds for admission and whose parents can show that entry to a particular school only is necessary for the wellbeing of their child. Parents are required to produce a medical certificate or other appropriate information preferably from an independent source. Applications on such grounds will not be considered by the Director of Children's Wellbeing's advisory panel unless this supporting information is attached to application forms received by 31st October 2019 (secondary schools) or 15th January 2020 (primary schools);

Priority 6 - Distance*** - Children who live **nearest** to the school by the shortest available walking route.

General Notes

No priority is given to pupils living outside but attending a primary school within the catchment area of the relevant high school, i.e. the determining factor is the child's home address.

Where, at any school, applications exceed the number of places, the priorities will be applied in the sequence indicated above, i.e. after children who either currently are or were in the 'looked after' system it will be catchment area children second, brothers and sisters third, exceptional circumstances fourth, then according to distance, each assessed as indicated above.

If the admission of the top two categories can be satisfied, but there are insufficient places for all out of area brothers and sisters, priorities will be decided first by reference to exceptional circumstances, then according to distance.

Following the allocation of the top category there may be an occasion when it is not possible to offer places for all children living in the catchment area. In this situation the places will be allocated in the sequence of the criteria listed above, i.e. first to children with brothers and sisters who would still be at the school in September 2020, next to pupils with exceptional circumstances, and finally according to distance from the school.

*Living within the defined catchment area is defined as “a child residing with his/her Parent(s)/or carer(s) at his/her normal and genuine place of residence for the majority of the time”.

** A sibling connection refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or a child of the parents/carer’s partner, and in every case the child should be living in the same family unit at the same address.

*** Distance will be measured by the shortest available walking route using a road and/or made up footpath from the front door of the child’s address (including flats) to the main entrance of the school, using the Local authority’s computerised digital map measuring system, with those living closer to the school receiving the higher priority.

(B) Applies to Aylestone and Weobley Secondary Schools only

Children with a Statement of Special Education Needs or an Educational, Health & Care Plan which names a particular school will be allocated places, after which places are allocated according to an agreed set of criteria, in strict order of priority.

Priority 1 - Looked after children and children who were looked after in England, but ceased to be due to being adopted or became subject to a residence order or special guardianship order

Priority 2 - Looked after children and children who were looked after outside of England, but ceased to be due to being adopted or became subject to a residence order or special guardianship order

Priority 3 – Children who are on roll at a primary school that is **hard federated** (has a single governing body) **with the preferred secondary school**.

Priority 4 - Children living within the **defined catchment area*** of the school;

Priority 5 - Sibling connection - Children who have an **older sibling**** at the preferred school not only at the time of application but also when the younger child is due to start;

Priority 6 - Exceptional circumstances - Children with exceptional **medical, social or compassionate** grounds for admission and whose parents can show that entry to a particular school only is necessary for the wellbeing of their child. Parents are required to produce a medical certificate or other appropriate information preferably from an independent source. Applications on such grounds will not be considered by the Director of Children’s Wellbeing’s advisory panel unless this supporting information is attached to application forms received by 31st October 2019 (secondary schools) or 15th January 2020 (primary schools);

Priority 7 - Distance*** - Children who live **nearest** to the school by the shortest available walking route.

In case where distance is not the final deciding factor i.e. two applications are at exactly the same distance then the final tie breaker will be a lottery undertaken by an individual independent of the Children's Wellbeing directorate.

*Living within the defined catchment area is defined as "a child residing with his/her Parent(s)/or carer(s) at his/her normal and genuine place of residence for the majority of the time".

** A sibling connection refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or a child of the parents/carer's partner, and in every case the child should be living in the same family unit at the same address.

*** Distance will be measured by the shortest available walking route using a road and/or made up footpath from the front door of the child's address (including flats) to the main entrance of the school, using the Local authority's computerised digital map measuring system, with those living closer to the school receiving the higher priority.