



## Mainstream School Admission Arrangements 2023-2024

### **Introduction**

The Partnership Trust ('the Trust') welcome applications on behalf of any child.

The Trust has developed and published these Admission Arrangements to help explain the admission application process clearly and comprehensively, so that parents and children are suitably informed when choosing and applying for a preferred school.

The arrangements comply with the requirements of the School Admissions Code 2021 and The School Admissions Appeal Code 2012, issued under Section 84 of the School Standards and Framework Act 1998.

Any concern regarding statutory compliance, fairness or equality of local policy/practice, should be directed to the Trust via any of its schools. If the matter cannot be resolved locally, a complaint may be raised with the Office of the Schools Adjudicator (see Part 7 for contact details). Every admission application received will be administered in a fair and equitable way, in strict accordance with published policy and practice.

The Trust Board is the Admission Authority for all schools in The Partnership Trust and as such, is responsible for determining the admissions policy and arrangements for its Schools in accordance with admissions law and DfE codes of practice. Additionally, the Trust Board is responsible for informing the Diocese of any changes to admission arrangements in Church Schools that are part of the Trust.

The Board shares protocols it has drawn up for managing admissions in accordance with the 2021 Admission Code with each of the schools' Local Governing Bodies.

If you would like to discuss your specific requirements or need further help with any aspect of the admissions process, please contact the school at which you wish to apply for a place. ( See Appendix 2 for details)

It is recommended that you also visit the school websites, which provide information about the school, its community and the curriculum on offer. The Partnership Trust has its own website, from which you can access sites belong to each school in the Trust.

These Admission Arrangements apply for the following schools, which are academies of the Trust. Admissions arrangements for Fosse Way School and The Mendip School are not covered by these Admissions arrangements as these educational settings are special schools.

<b>Academy</b>	<b>Published Admission Number (PAN)</b>	<b>Website</b>
Abbot Alphege Academy	30	<a href="http://abbot-alphege.org.uk/">http://abbot-alphege.org.uk/</a>
Cameley Primary School	30	<a href="https://www.cameleyprimaryschool.org/">https://www.cameleyprimaryschool.org/</a>
Castle Primary School	60	<a href="https://www.castle.bathnes.sch.uk/">https://www.castle.bathnes.sch.uk/</a>
Chew Magna Primary School	15	<a href="https://www.chewmagna.bathnes.sch.uk/">https://www.chewmagna.bathnes.sch.uk/</a>
Farmborough Church Primary School	25	<a href="https://www.farmboroughchurchprimary.org.uk/">https://www.farmboroughchurchprimary.org.uk/</a>
Hayesdown First School	60	<a href="http://www.hayesdownschool.co.uk/">http://www.hayesdownschool.co.uk/</a>
Marksbury C of E Primary School	15	<a href="https://www.marksbury.bathnes.sch.uk/">https://www.marksbury.bathnes.sch.uk/</a>
Moorlands Infant School	60	<a href="http://moorlands-school.org/">http://moorlands-school.org/</a>
Moorlands Junior School	60	<a href="http://moorlands-school.org/">http://moorlands-school.org/</a>
Nunney First School	18	<a href="https://nunneyfirstschool.co.uk/">https://nunneyfirstschool.co.uk/</a>
Paulton Infant School	90	<a href="https://www.paultoninfantschool.co.uk/">https://www.paultoninfantschool.co.uk/</a>
Pensford Primary School	15	<a href="http://www.pensford.bathnes.sch.uk/">http://www.pensford.bathnes.sch.uk/</a>
Roundhill Primary School	60	<a href="https://www.roundhill-pri.co.uk/">https://www.roundhill-pri.co.uk/</a>
St Mary's C of E Primary School	30	<a href="http://www.stmaryswrithlington.co.uk/">http://www.stmaryswrithlington.co.uk/</a>
Weston-All-Saints Primary School	90	<a href="https://www.wasp-school.org.uk/">https://www.wasp-school.org.uk/</a>

<b>1.0</b>	<b>General information</b>
1.1	Contents
	<p>This document is set out under the following sections and headings:</p> <ol style="list-style-type: none"> <li>1. General Information</li> <li>2. Applying to start school in <b>Reception and Year 3 in Junior schools</b></li> <li>3. Applying to change School 'In-Year'</li> <li>4. The Oversubscription Criteria for each school</li> <li>5. Lodging an Appeal</li> <li>6. Contact details</li> </ol> <p>Appendix 1: Oversubscription Criteria Appendix 2: School and Trust Contact Details</p>
1.2	Who can apply for a school place?
	A parent, registered carer, or other person/organisation that has responsibility for the child concerned (referred to throughout this document as 'the parent') may submit a school admission application on behalf of that child for any United Kingdom (UK) state funded school.
1.3	The child
	Any child aged four or older who resides within the UK has a right to receive full-time education at a United Kingdom (UK) state funded school. The child must, at the time of applying for a school place, hold an appropriate Home Office Visa entitling him/her to reside in the UK.
1.4	The home address
	<p>The home address is very important, as school places are allocated on the basis of the home address of each child. A child's home address is considered to be where the child spends the majority of their time with parents or carers. This address should be clearly stated on the application form.</p> <p>Documentary evidence of home ownership or suitable rental agreement may be required, together with proof of permanent residence at the property concerned. Places cannot be allocated on the basis of an intended future address, unless the house move can be confirmed through the formal 'exchange of contracts' or the signing, by the Landlord and the applicant, of a minimum six month tenancy agreement. For children of UK service personnel with a confirmed posting to the area, or Crown servants returning from overseas, an official letter confirming a relocation date and Unit postal address or quartering area address is acceptable.</p> <p>Please note private letting agreements may not be accepted as proof of residence. An address change due to a move to live with family or friends will not be considered until the move has taken place and suitable proof of residency has been obtained. Proof that a move from the previous address has taken place may also be required e.g. proof of exchange of contracts, a tenancy agreement showing the end date of the tenancy or a notice to quit from the landlord or repossession notice. An address used for childcare arrangements cannot be used as a home address for the purpose of applying for a school place.</p> <p>The Partnership Trust in its role as Admission Authority, reserves the right to seek further documentary evidence to support a claim of residence. This could include contacting the estate agent, solicitor, landlord or relevant professional. A representative of the Admission Authority may carry out a home visit/s without prior notice to verify a pupil's home address.</p> <p>The Admission Authority must be notified of any change of address during the admissions procedure.</p> <p>Where shared residence arrangements are in place and it is necessary to determine the home address, each parent may be required to write to the Admission Authority and inform them of the number of days each week the child spends with them. Where the child spends equal time with both parents, the Admission Authority may ask for additional information including evidence of which parent/carer is in receipt of child benefit, and/or the name of the GP surgery at which the child is registered.</p>

1.5	Siblings
	<p>The oversubscription criteria set out in section 5.2 of these admission arrangements includes criteria that relate to children with a sibling attending the preferred school.</p> <p>If a parent would like his/her child to be prioritised against one of these sibling criteria, the sibling's details must be provided on the admission application form. The named sibling can be a full, half or adopted brother or sister, or another child who lives for the 'majority' of his/her school time (more than 2.5 school days per week) within the same family unit and at the same home address.</p> <p>The Published Admission Number/Admission Limit will be exceeded in order that multiple birth siblings of the same family (twin, triplet etc.) can all be offered places, where otherwise one or more of these children would be refused if the Admission Number/Limit was adhered to.</p>
1.6	Waiting lists
	<p><u>Reception waiting lists in the autumn terms (1<sup>st</sup> September – 31<sup>st</sup> December)</u></p> <p>The home local authority is responsible for holding waiting lists for Reception cohorts until 1 September 2023. Parents wanting to make applications for Reception places in the autumn terms should contact the school in the first instance. Names on Reception oversubscription lists after 1 September 2023 are maintained by the school accordance with their over subscription criteria and are held in strict ranked order, which indicates how the child qualifies against the published oversubscription criteria. Each time a name is added, the waiting list is re-ranked according to the oversubscription criteria. If a Reception place becomes available this will be offered to the child ranked highest on the waiting list at that time.</p> <p>A child's name will be removed from the waiting list if a place is offered and accepted, offered and declined, or the parent requests in writing that the school removes his/her child's name. (This also applies to waiting lists for year 3 in junior schools)</p> <p><u>Waiting lists for other year groups</u></p> <p>Where schools hold waiting lists for other year groups, the list must be clear, fair and objective and schools must state that each time a child is added, the list will be re-ranked in line with their over-subscription criteria. Priority will <b>not</b> be given to children based on the date that their application was received and any looked after children, previously looked after children and children allocated a place at the school in accordance with a Fair Access Protocol, will always take precedence over those on a waiting list. Where schools do not hold waiting lists, Parents/carers can choose to call the school regularly, to find out if a space has become available. A request to be added to a school waiting list does not affect the right to appeal (see section 5).</p>
1.7	Misleading or false information
	<p>If the Admission Authority becomes aware that a school place has been secured for a child due to the provision of misleading or false information, it will consider withdrawing the offer, or where a child has already started to attend the school, may remove the child from the school roll. Before doing so, the circumstances of the case will be discussed with the parent and, where required, the application will be considered afresh taking account of any new information.</p>
<b>2.0</b>	<b>Applying to start school in <b>Reception</b> or, where relevant, for transfer to <b>Year 3</b> in September 2023</b>
2.1	The Published Admission Number (PAN)
	<p>Applications to start or transfer school in September 2023 are considered by local authorities during the 'normal' admissions- round which applies for new entry to school. A statutory Admission Number (PAN) must be published for the years of entry and for the Trust. The PAN indicates the number of places that can be offered within the resources available and, where appropriate, the need to maintain the size of infant classes within the requirements of Infant Class Size legislation (this limits Reception, Year 1 and Year 2 classes to no more than 30 children per teacher, unless a child qualifies as a 'permitted exception' admission in accordance with section 2.16 of the 2021 School Admission Code).</p> <p>If fewer applications are received than the PAN set for the respective year of entry, every applicant will be offered a place for their child, without condition. If the total number of applications received exceeds the PAN, the Admission Authority will consider every application against the relevant</p>

	oversubscription criteria, which is set out in section 5.2 of these Admission Arrangements. The Admission Authority will sort the applications into ranked order and identify a priority for the offer of places up to the PAN.
2.2	Submitting an Admission Application Form
	<p>For a child to start or transfer school in September 2023, the parent must complete the Common Application Form (CAF) available from the home local authority. The application will be considered as 'on time' if it is submitted to the home local authority by the following dates/times:</p> <p>Starting school in Reception or transferring to Year 3 in a junior school: <b>23.59 hours on <u>15 January 2023</u></b></p> <p>The CAF may be completed and submitted using the local authority 'online' procedure, or as a paper form. Online applications are actively encouraged.</p> <p>Full details concerning the application process, as well as information about the schools in the local authority area, are explained in the 'Composite Prospectus' document, which each local authority must make available on 12<sup>th</sup> September annually.</p> <p>For those families who are resident in Somerset, the home local authority is Somerset Council: <a href="mailto:schooladmissions@somerset.gov.uk">schooladmissions@somerset.gov.uk</a></p> <p>For those families who are resident in Bath and North East Somerset, the home local authority is Bath and North East Somerset Council: <a href="mailto:admissions_transport@bathnes.gov.uk">admissions_transport@bathnes.gov.uk</a></p>
2.3	Late applications
	<p>If the application form is submitted to the home local authority after the relevant deadline stated in section 2.2, it will be considered as 'late' and will <u>not</u> be administered until all on time applications have been processed unless the reason for the delay qualifies as an 'extenuating circumstance' as defined by the home local authority. By this time, there may no longer be a place available at the preferred school(s).</p> <p>Some local authorities publish specific dates for a second admissions-round within which 'late' applications will be administered. Local authorities must coordinate starting and transferring school applications until 31 August 2023.</p>
2.4	Notifying the application decision
	<p>Parents will receive an admission decision from their <u>home</u> local authority on or about the following dates:</p> <p>Starting school in Reception or transferring to Year 3 in junior schools: <b>16 April 2023 or next working day if this falls at a weekend or on a Bank Holiday)</b></p> <p>The method of informing the decision varies across local authorities but is set out in the Composite Prospectus issued by each authority.</p>
2.5	Education Health and Care Plan (EHCP)
	A place will be made available for any child who has an EHCP (formerly a Statement of Special Educational Needs) agreed between the Local Authority and the Trust. The place will be made available at the school named in the EHCP (above the PAN if places have already been offered up to this limit at that time).
2.6	Starting school in Reception on a full-time basis
	A child must attend school on a full-time basis from the term following their fifth birthday (compulsory school age). A child reaches compulsory school age on the prescribed day following his/her fifth birthday. The prescribed days are 31 <sup>st</sup> December, 31 <sup>st</sup> March or 31 <sup>st</sup> August. However, a parent may apply for a child to start school for the first time in the September following his/her fourth birthday and, where a place is offered, may choose for him/her to attend on a full-time basis (or in line with the school's induction process) from day one, even though the child is not yet of compulsory school age.

2.7	Deferred entry to Reception and part time attendance
	<p>A parent may choose to defer a child’s entry to school until later in the same school year, or to agree arrangements for the child to attend on a part time basis until he/she reaches compulsory school age. However, it is not permitted to defer entry beyond the point at which the child reaches compulsory school age, or beyond the start of the last term in the school year. Parents who are considering deferred entry to reception or part-time attendance in reception are encouraged to discuss this fully with the school’s Headteacher to fully understand the implications of a decision either way. The school place will be held for that child and will not be available to be offered to another child.</p>
2.8	Delaying school entry for a summer born child (born 1 April – 31 August)
	<p>A parent of a ‘summer born’ child who may start school in September 2023, can choose to delay their child’s entry to school until September 2024, if the parent considers this arrangement to be in the best educational interests of the child concerned. In these circumstances, the parent may then request that the child be permitted to apply for a Reception place in September 2024 rather than Year 1.</p> <p>Please note: <u>Delaying entry to the following year does not guarantee admission</u>. While the parent of a summer born child has a statutory right to delay his/her child’s entry to school, it is for the Admission Authority to decide for which year group the application may be submitted. The following process will apply:</p> <ol style="list-style-type: none"> <li>1. The parent will first submit an application to the home local authority during the 2023 ‘normal’ admissions round, making it clear on the application form that he/she wishes to delay the child’s entry until September 2024. If the intention is for the child to start with the 2024 Reception cohort, this must also be clearly stated on the form. The Admission Authority will then consider the application within the statutory timeframe and decide whether to support a new application in 2024 for the Reception year, or to require an In-Year application for Year 1.</li> </ol> <p>Decisions will be made on the basis of the circumstances of each case and in the best interests of the child. This will include taking account of:</p> <ul style="list-style-type: none"> <li>• The parent’s views;</li> <li>• Information about the child’s academic, social and emotional development</li> <li>• Where relevant, their medical history and the views of a medical professional</li> <li>• Whether they have previously been educated out of their normal age group</li> <li>• Whether they may naturally have fallen into a lower age group if it were not for being born prematurely.</li> <li>• The views of the Headteacher</li> </ul> <ol style="list-style-type: none"> <li>2. The decision will be communicated in writing. Where the admission authority agrees to the request the parent must decide whether to continue to delay his/her child’s entry to school, or to require the 2023 admission application to be processed. If he/she decides to delay entry, the September 2023 admission application form will be removed from the process and the application will not be considered any further.</li> <li>3. The parent must then make an entirely new application as part of the <u>2024 ‘normal’ admissions round</u> in accordance with the application process described in the home local authority 2024 Composite Prospectus. This will be made available by the local authority on 12<sup>th</sup> September 2023. The parent should also take account of the 2024/25 Admission Arrangements applying for the preferred school.</li> <li>4. If the school is undersubscribed with Reception applications for September 2024, the applicant will receive the offer of a place for his/her child without condition, on or around 16 April 2024. If the school is oversubscribed with applications for September 2024, the published oversubscription criteria will be applied in order to rank all the applications received on time (including delayed entry applications) and identify a priority for the offer of available Reception places. <u>Whether a place can be offered will depend on the outcome of the 2024 application ranking exercise.</u></li> </ol>

	<p>5. If the September 2024 Reception application is refused, the right of appeal will apply.</p> <p>6. If the admission authority does not agree to the request for the child to be permitted to make an application for a reception place in 2024 cohort, the parent can either proceed with their application for their child to be admitted to reception in the 2023 cohort, or make an in-year application for their child to be admitted to year 1.</p> <p>7. If a parent delays a child’s entry until 2024 and decides that the child should join Year 1 rather than Reception, he/she will need to make an In-Year application within six school weeks of the place being required.</p> <p>8. An admission authority is not required to honour a decision made by another admission authority on admission out of the normal age group. Parents are encouraged to make a request for an outside normal year group place at each school to which they intend to apply for a place.</p> <p>For more information, please visit: <a href="#">Summer born children - advice for parents</a></p>
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<b>3.0</b>	<b>Changing school – The ‘In-Year’ application process</b>
3.1	The Admission Limit
	<p>The Local Governing Body Admission Committee within each school will recommend to the Trust Board an admission limit for every year group other than the point of entry (for which a statutory admission number is published) on an annual basis.</p> <p>Admission limits are set in accordance with the level of resource available and to ensure that as many places as possible can be offered without prejudicing <i>‘the efficient delivery of education and/or the efficient use of resources’</i> or (where applicable) unlawfully breaching the statutory Infant Class Size limit. In determining their recommended admission limits, the Admission Committee will take account of factors such as school budget, accommodation, class organisation, the specific needs of the children on roll and the wellbeing of pupils and staff. Consequently, admission limits may be varied from time to time and so the number of places that can be offered will alter accordingly.</p>
3.2	Submitting an In-Year application
	<p>The In-Year Application Form is available to download from each school website or can be provided as a paper form via the school offices. The Application Form may be completed and returned to the preferred school at any time, although it will only be administered within six <u>school</u> weeks of the place being required, unless the application is for a child from a Service family or the parent is a Crown Servant returning from overseas. In these circumstances, an application will be considered further in advance providing an official letter is submitted with the application, which sets out a relocation date and confirms a Unit postal address or quartering area address.</p>
3.3	Applying for a year group other than the child’s relative (chronological) age
	<p>The In-Year Application Form will usually be submitted for the year group associated with the child’s age, although a parent may apply for an alternative year group where he/she considers this would be in the best educational interests of the child concerned. The application must be accompanied with as much information as possible to support the case for ‘retaining’ or ‘accelerating’ the child.</p> <p>The Admission Authority will decide on a ‘case by case’ basis whether to support the parent’s request, taking account of the information provided and what is considered by the Admission Authority to be in the best educational interests of the child concerned. Where an application for a ‘retained’ or ‘accelerated’ placement is refused, the Admission Authority will further consider whether a place can be offered in the child’s chronological age year group. The applicant will have the right to appeal the decision where a place cannot be offered in the chronological age year group.</p> <p>‘Retained’ and ‘accelerated’ placements secured through the In-Year admissions process will be reviewed annually in conjunction with the child’s parent.</p>

3.4	Notifying the In-Year admission decision
	<p>A decision letter will be issued to the applicant within 10 <u>school</u> days of receipt of the completed application form, unless it is decided that supplementary information is required before a decision can be taken. The applicant will be notified of the admission decision by first class letter post.</p> <p>Whether a place can be offered in the required year group will depend on the circumstances at the school at the time the application is considered. The application will be refused where a further admission would impact negatively on the school and so prejudice <i>'the efficient delivery of education or the efficient use of resources'</i> or breach the statutory Infant Class Size Limit.</p>
3.5	Accepting the offer of a place
	<p>The Admission Authority regularly receive applications for school places and so, where a place is offered, it is very helpful if the applicant can confirm acceptance of the offer (by letter or email) as soon as possible after receiving the decision letter. However, the offer will remain available for six school weeks from the date of the decision letter, at which point it is expected that the child concerned will be attending school.</p> <p>If the child is not on roll and regularly attending within this time frame, the Admission Authority will write to the applicant with a view to withdrawing the offer and making the place available for another child.</p>
3.6	Applying the Fair Access Protocol
	<p>The Admission Authority is committed to 'Fair Access to school for every child'. Therefore, where an application is refused <u>and the child concerned is not on roll or attending another school</u>, the Admission Authority will consider whether the child satisfies any of the criteria set out in the relevant home local authority's Fair Access Protocol (FAP), which is published on the relevant local authority's website. Where this is the case, the Admission Authority will inform the relevant Local Authority and provide a copy of the completed In-Year Application Form. This will enable the Local Authority to decide whether to engage with the applicant and help secure a suitable educational placement without undue delay.</p>
3.7	Children who are the subject of an Education Health and Care plan (EHCP)
	<p>If a child is the subject of an EHCP (formerly a Statement of Special Educational Needs) which names a specific school, his/her parent should consult the Local Authority that issued the EHCP, <u>before</u> applying for the child to change school. This Local Authority must be involved in the process of agreeing any change of school.</p>

<b>4.0</b>	<b>The Oversubscription Criteria</b>
4.1	Oversubscription
	<p>If there are more applications received at any one time than there are places available within the preferred year group (oversubscription), the Admission Authority will consider every application received at that time against the oversubscription criteria set out in section 4.2 of these Admission Arrangements. This will enable the Admission Authority to sort the applications into ranked order and identify a priority for the offer of available places. The oversubscription criteria will also be applied where it is necessary to rank a waiting list.</p>
4.2	The Oversubscription Criteria
	<p>Where a school is named in a child's Education, Health and Care Plan/Statement of Educational Needs, the Admission Authority for the school is legally required to admit the child to the school. Such children will therefore be allocated places at the named school before the oversubscription criteria is applied.</p> <p><b>Please see Appendix 1 to these arrangements for each school's oversubscription criteria.</b></p> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>➤ Refer to section 1.4 of these Admission Arrangements for the definition of 'home address'</li> <li>➤ Refer to section 1.5 of these Admission Arrangements for the definition of 'sibling'</li> <li>➤</li> </ul>

4.3	<b>Prioritising applications by distance measurement</b>
	<p>In the event of oversubscription, applications are prioritised by ranking them against the oversubscription criteria until the Published Admission Number (PAN) or admission limit is reached (PANs are set out in the introduction to these Admission Arrangements). If this limit is reached partway through an oversubscription criterion and there are still some applications left to rank, there will be a need to further refine the order of the applications satisfying this 'cut off' criterion and those which qualify against a lower criterion.</p> <p>The ranked order of these applications will be determined by calculating the straight-line distance between each child's home and the school concerned, with the shorter distance receiving the higher priority. Distances will be measured in a direct line from the address point of the child's home address to the address point of a school as defined by the Local Land and Property Gazetteer (LLPG). Measurement will be determined using the Local Authority's GIS computerised mapping system.</p> <p>In the case of a multi-dwelling building such as a block of flats, the same distance will apply for all occupants.</p>
4.4	<b>Applying a tie-breaker</b>
	<p>Where two or more distances are exactly equal and it proves necessary to sort the associated applications into ranked order, this will be decided by the drawing of lots. This activity will take place at the school for which the applications were submitted and be supervised by a person entirely independent of the Admission Authority.</p>

<b>5.0</b>	<b>Lodging an appeal</b>
5.1	<b>The legal right to an appeal hearing</b>
	<p>The administration of school admission appeals is subject to a statutory procedure set out in the 2012 School Admission Appeals Code issued by the Department for Education. Any applicant whose admission application is formally refused is lawfully entitled to appeal this decision. The refusal letter issued on behalf of the Admission Authority will explain how an appeal may be lodged using the Appeal Form which is available to download from each school website, or as a paper copy from the school office.</p>
5.2	<b>The Infant Class Size Appeal</b>
	<p>The grounds on which an appeal panel can uphold an appeal are very limited where the decision to refuse admission was taken because the admission of a further child would breach the statutory Infant Class Size Limit. Section 4 of the 2012 School Admission Appeals Code specifies four conditions which an independent appeal panel must 'test' at an Infant Class Size appeal hearing. Appellants are advised to refer to this information when considering lodging an appeal.</p>
5.3	<b>The Appeals Timetable</b>
	<p>The Admission Authority publishes an Appeals Timetable on each school website by 28 February every year. This sets out the statutory time frame within which an appeal hearing must take place as well as the administrative timeframe within which the Admission Authority undertakes to process any appeal lodged with the school.</p>
5.4	<b>Complaints about the administration of the appeals process</b>
	<p>The decision of an independent appeal panel is binding on all parties. However, where there is concern that the appeal <u>process</u> has not been administered in accordance with the 2012 School Admission Appeals Code, a complaint may be raised with the Admission Authority via any of the school offices. Where no local resolution is reached, the parent may escalate the matter to the Education Funding Agency for further consideration.</p>



6.0	Key contact details
<b>The School</b>	Please see Appendix 2
<b>The Partnership Trust</b>	The Partnership Trust Mulberry Lodge Longfellow Road, Radstock, Bath, BA3 3AL <b>Tel:</b> 01761 404207 <b>Email:</b> office@thepartnershiptrust.com <b>Website:</b> www.thepartnershiptrust.com.uk
<b>For those families who are resident in Somerset_ the home local authority is Somerset Council</b>	Admissions and Entitlements Team County Hall, Taunton, Somerset, TA1 4DY <b>Tel:</b> 0300 123 2224 <b>Email:</b> <a href="mailto:schooladmissions@somerset.gov.uk">schooladmissions@somerset.gov.uk</a>
<b>For those families who are resident in Bath and North East Somerset, the home local authority is Bath and North East Somerset Council</b>	Admissions and Transport Bath & North East Somerset Council Lewis House, Manvers Street Bath BA1 1JG <b>Tel:</b> 01225 394312 <b>Email:</b> <a href="mailto:admissions_transport@bathnes.gov.uk">admissions_transport@bathnes.gov.uk</a>
<b>The Office of the Schools Adjudicator</b>	<a href="https://www.gov.uk/government/organisations/office-of-the-schools-adjudicator">https://www.gov.uk/government/organisations/office-of-the-schools-adjudicator</a>
<b>The Education Funding Agency</b>	<a href="http://www.gov.uk/government/organisations/education-funding-agency">www.gov.uk/government/organisations/education-funding-agency</a>
<b>The Department for Education</b>	The Department for Education Sanctuary Buildings, 20 Great Smith St, London SW1P 3BT <b>Tel:</b> 0370 000 2288 <b>Electronic contact form:</b> form.education.gov.uk <b>Website:</b> <a href="http://www.education.gov.uk">www.education.gov.uk</a>
<b>School Admissions Code</b>	<a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1001050/School_admissions_code_2021.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1001050/School_admissions_code_2021.pdf</a>
<b>School Admission Appeals Code</b>	<a href="https://www.gov.uk/government/publications/school-admissions-appeals-code">https://www.gov.uk/government/publications/school-admissions-appeals-code</a>

**Admission Arrangements approval note:**

*These Admission Arrangements were determined by the Board of Trustee in February 2022*

## Appendix 1 : Oversubscription Criteria

School	Oversubscription Criteria
	<p><b>Paragraph 4.2 sets out:</b></p> <p><b>4.2 Where a school is named in a child’s Education, Health and Care Plan/Statement of Educational Needs, the Admission Authority for the school is legally required to admit the child to the school. Such children will therefore be allocated places at the named school before the oversubscription criteria is applied.</b></p> <p>This below sets out the oversubscription criteria for each school:</p> <p><b>Notes:</b></p> <p>Refer to section 1.4 of these Admission Arrangements for the definition of ‘home address’  Refer to section 1.5 of these Admission Arrangements for the definition of ‘sibling’  Refer to note below re definition of a looked after child:</p> <p><i>Important Note</i>  A “Looked After Child” means any child who is in the care of a local authority in accordance with Section 22 (1) of the Children Act 1989. A child who was “a previously Looked After Child” means a child who after being Looked After became subject to an Adoption Order under Section 46 of the Adoption and Children Act 2002, a Residence Order under Section 8 of the Children Act 1989 or Special Guardianship Order under Section 14A of the Children Act 1989 as well as those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. Relevant evidence will be required to be submitted.</p>
Abbot Alphege Academy	<ol style="list-style-type: none"> <li>1. Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>2. Children for whom there will be a sibling in attendance on the admission date at the school (in every case the child should be living in the same family unit at the same normal permanent address)</li> <li>3. For Reception only, children of teaching staff who have been in post for at least two years.</li> <li>4. Children living closest to the school as measured in a direct line from the address point of the school.</li> </ol>
Cameley CofE Primary School	<ol style="list-style-type: none"> <li>1. Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>2. Children for whom there will be a sibling in attendance on the admission date at the school (in every case the child should be living in the same family unit at the same normal permanent address)</li> <li>3. Children who are in attendance at the School’s nursery school on the date of application.</li> <li>4. Children living closest to the school as measured in a direct line from the address point.</li> </ol>
Castle Primary School	<ol style="list-style-type: none"> <li>1. Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child</li> </ol>

	<p>arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</p> <ol style="list-style-type: none"> <li>Children who live within a 1.5 mile radius of the school and for whom there will be a sibling in attendance on the admission date at the preferred school.</li> <li>Children who live outside a 1.5 mile radius of the school but it is their closest school and for whom there will be a sibling in attendance on the admission date at the preferred school.</li> <li>Children who live closest to the school, as measured in a direct line from the address point of the school</li> </ol>
Chew Magna Primary School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children for whom there will be a sibling who lives at the same address in attendance on the admission date at the preferred school.</li> <li>For Reception only: children of teaching staff who have been in post for at least 2 years</li> <li>Children living closest to the school as measured in a direct line from the address point of the school.</li> </ol>
Farmborough Church Primary School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children who live within a 1.5 mile radius of the school, for whom there will be a sibling in attendance on the admission date at the school (in every case the child should be living in the same family unit at the same normal permanent address)</li> <li>Children who live within a 1.5 mile radius of the school.</li> <li>Children who live outside of a 1.5 mile radius of the school, for whom there will be a sibling in attendance on the admission date at the school (in every case the child should be living in the same family unit at the same normal permanent address)</li> <li>Children living closest to the school as measured in a direct line from the address point of the school.</li> </ol>
Hayesdown First School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children who live within the catchment area* of the school and for whom there will be a sibling who lives at the same address in attendance on the admission data at the school</li> <li>Children who live outside the catchment area of the school and for whom there will be a sibling who lives at the same address in attendance at the school on the admission date</li> <li>Children who live within the catchment area of the school</li> <li>Children living closest to the school as measured in a direct line from the address point of the school</li> </ol> <p>* for details of school catchment area see: <a href="https://www.somerset.gov.uk/education-and-families/school-catchment/">https://www.somerset.gov.uk/education-and-families/school-catchment/</a></p>
Marksbury C of E Primary School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the</li> </ol>

	<p>admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</p> <ol style="list-style-type: none"> <li>Children who live within a 1.5 mile radius of the school of the school and for whom there will be a sibling who lives at the same address in attendance on the admission date at the school.</li> <li>Children who live outside a 1.5 mile radius of the school but it is their closest school and for whom there will be a sibling who lives at the same address in attendance on the admission date at the school.</li> <li>Children living closest to the school as measured in a direct line from the address point of the school.</li> </ol>
Moorlands Infant School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children who live within a 1.5 mile radius of the schools and for whom there will be a sibling in attendance in either Moorlands Infants or Junior School on the admission date at the school.</li> <li>Children who live outside a 1.5 mile radius of the school but it is their closest School and for whom there will be a sibling in attendance in either Moorlands Infants or Junior School on the admission date at the preferred school.</li> <li>Children who live closest to the school as measured in a direct line from the address point of the Infant School.</li> </ol>
Moorlands Junior School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children for whom there will be a sibling in attendance on the admission date at Moorlands Infant School or the Junior School.</li> <li>Children transferring from the Moorlands Infant School without a sibling in attendance on the admission date at Moorlands Infant School or the Junior School.</li> <li>Children who live closest to the Junior School as measured in a direct line from the address point of the Junior School.</li> </ol>
Nunney First School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children who live within the catchment area* of the school and for whom there will be a sibling who lives at the same address in attendance on the admission date at the school</li> <li>Children who live within the catchment area of the school</li> <li>Children who live outside the catchment area of the school and for whom there will be a sibling who lives at the same address in attendance at the school on the admission date</li> <li>Children living closest to the school as measured in a direct line from the address point of the school</li> </ol> <p>* for details of school catchment area see: <a href="https://www.somerset.gov.uk/education-and-families/school-catchment/">https://www.somerset.gov.uk/education-and-families/school-catchment/</a></p>
Paulton Infant School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the</li> </ol>

	<p>admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</p> <ol style="list-style-type: none"> <li>Children for whom there will be a sibling in attendance on the admission date at the school.</li> <li>Children for whom there will be a sibling in attendance at Paulton Junior School on the admission date at the school</li> <li>Children living closest to the school as measured in a direct line from the address point of the school.</li> </ol>
Pensford Primary School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children who live within a 1.5 mile radius of the school and for whom there will be a sibling who lives at the same address in attendance on the admission date at the preferred school.</li> <li>Children who live within a 1.5 mile radius of the school.</li> <li>Children who live outside a 1.5 mile radius of the school and for whom there will be a sibling who lives at the same address in attendance on the admission date at the preferred school [with priority being given to children living closest to the school as measured in a direct line from the address point of the school].</li> <li>For Reception only, children of teaching staff who have been in post for at least 2 years.</li> <li>Children living closest to the school as measured in a direct line from the address point of the school.</li> </ol>
Roundhill Primary School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children for whom there will be a sibling in attendance on the admission date at the school (in every case the child should be living in the same family unit at the same normal permanent address</li> <li>For Reception only children of teaching staff who have been in post for at least 2 years.</li> <li>Children living closest to the school as measured in a direct line from the address point of the school.</li> </ol>
St Mary's CofE School, Writhlington	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</li> <li>Children who live within a 1.5 mile radius of the school of the school and for whom there will be a sibling who lives at the same address in attendance on the admission date at the preferred school.</li> <li>Children who live outside a 1.5 mile radius of the school but it is their closest school and for whom there will be a sibling who lives at the same address in attendance on the admission date at the preferred school.</li> <li>Children for whom there will be a sibling in attendance on the admission date at the school (see notes for sibling definition) and who do not fall within categories 2 and 3.</li> <li>Children living closest to the school as measured in a direct line from the address point of the school.</li> </ol>
Weston All Saints Primary School	<ol style="list-style-type: none"> <li>Children Looked After– Children who are in the care of a Local Authority or have previously been and are now formally adopted or subject to a residence/child arrangement order or special guardianship order. Children who appear (to the</li> </ol>

	<p>admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.</p> <ol style="list-style-type: none"><li>2. Children for whom there will be a sibling in attendance on the admission date at the school (in every case the child should be living in the same family unit at the same normal permanent address)</li><li>3. For Reception only, children of teaching staff who have been in post for at least 2 years.</li><li>4. Children living closest to the school as measured in a direct line from the address point of the school.</li></ol>
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**Appendix 2 - School contact details :**

School	Address/email	School	Address/email
Abbot Alphege Academy Beckford Drive Lansdown Bath BA2 9AU	01225 580 281 office@abbot- alphege.org.uk	Nunney First School Catch Road Nunney, Frome Somerset BA11 4NE	01373 836429 office@nunneyschool.com
Cameley C of E Primary Meadway, Temple Cloud, Bristol BS39 5BD	01761 452644 office@cameleyprimar y.org.uk	Paulton Infant School Paulton Infant School, Plumptre Close, Paulton, BS39 7QY	Tel: 01761 412354 office@paulton- inf.bathnes.sch.uk
Castle Primary School Newlands Rd, Keynsham, Bristol BS31 2TS	0117 986 4489 office@castleprimary.u k	Pensford Primary School Pensford Hill, Pensford, Bristol BS39 4AA	01761 490470 Pensford_Office@pensford school.org
Chew Magna Primary School Chew Magna, Bristol BS40 8RQ	01275 332409 office@chewmagnasch ool.org.uk	Roundhill Primary School, Mount Rd, Bath BA2 1LG	01225 424950 office@roundhill-pri.co.uk
Farmborough Church Primary School The Street Farmborough Bath BA20FY	01761 470714 office@farmboroughch urchprimary.org.uk	St Marys CofE Primary School Old Road, Writhlington RADstock, Somerset BA3 3NG	01761 434548 office@stmaryswrithlingto n.co.uk
Fosse Way School Longfellow Road Midsomer Norton Radstock BA3 3AL	01761 412198 office@fossewayschoo l.com	The Mendip School Edmund Rack Road Prestleigh, Shepton Mallet Somerset BA4 4FZ	01749 838040 office@themendipschool.c om
Hayesdown First School Wyville Road Frome Somerset BA11 2BN	01373 462718 office@hayesdownsch ool.com	Weston All Saints Primary School Broadmoor La, Bath BA1 4JR	01225 421786 westonallsaints_pri@wasp- school.org.uk
Marksbury C of E Primary School Marksbury BA2 9HS	01761 470628 enquiries@marksburys chool.org.uk		
Moorlands Infant School Chantry Mead Road Bath BA2 2DE	01225 421912 office@moorlands- school.com		
Moorlands Junior School Chantry Mead Road Bath BA2 2DE	01225 421912 office@moorlands- school.com		