



## Admission Arrangements 2019/2020

STEP Academy Trust is the Admission Authority for the Turnham Academy.

The following arrangements have been determined concerning the admission of pupils to the academy.

Pupils will be admitted at the age of 4+ without reference to ability or aptitude.

The number of intended admissions (PAN) for the year beginning September 2019 will be 90.

There will be one intake in September at the beginning of the school year.

The Nursery admits children after their third birthday during the Autumn and Spring Terms.

The criteria for admission to the Nursery are the same as to the academy.

No guarantee of a place in the Reception class of the academy can be given to parents of children who are attending the Nursery.

Admissions to the Reception class are decided on the application of the criteria listed below and the eligibility of each individual child along with any other applicant.

Where applications for admissions exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:

1. Children in Public Care: A looked after child or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989). Details **must** be supplied by the allocated social worker or foster carer.
2. Where the child has a brother or a sister (a sibling) on the roll of the school on the closing date for applications and is expected to be on the roll of the school at the intended date of admission. If the school is over - subscribed entirely with siblings,

priority will be given to those living nearest and to those with exceptional social and medical needs; siblings include all blood or adoptive siblings or half-siblings, and foster or step siblings. Siblings must all be living at the same address as the child. Proof of sibling relationship may be required. Older children on roll in year 6 and who will have transferred to secondary school by the time the younger child is to be admitted to school do not qualify.

3. In exceptional circumstances there is discretion to admit children on grounds of their family's medical or social need who would not otherwise qualify for admission. The application must be supported by a letter from a hospital consultant, social worker or similar professional, clearly setting out the reasons why the school is the only one able to meet the child's needs. Supporting evidence must be provided before the closing date for application.

**Please note that application for admission on the grounds of acute medical or social need must be made by the closing date for applications.**

4. Proximity of the child's home to the school with those living nearer being accorded the higher priority.

All distances will be measured to a central nodal point in the school premises, using digitised mapping software of the area, from a nodal point in the applicant's permanent home address. If more than one applicant lives in a multi-occupancy building (e.g. flats) priority will be given to the applicant whose door number is the lowest numerically and/or alphabetically.

Waiting lists will be held in the same order as the admission criteria.

**Twins, triplets and other multiple births**– where twins, triplets or children from other multiple births qualify for the last school place to be allocated the governors will admit all of the qualifying siblings in excess of the published admissions limit and they will be considered as 'excepted pupils'.

**Tie break** - on the rare occasion where two or more identical applications qualify for the last available place, lots will be drawn to decide which qualifying child is offered the place.

#### **Admission arrangements for SEND students**

- All students will be admitted to the School according to the School's Admission Criteria.
- All staff will ensure that students with SEND admitted to the school will join in the activities of the school, together with other students, as far as possible.
- Students' successful transfer to the school will be supported by:
  - A parent/student interview to determine any previous or continuing SEND.
  - Induction Days / Summer School.
- Information will be sought from feeder primary schools regarding students previously identified as having SEND, together with any other relevant information, including attendance, medical conditions etc..

- Liaison with external agencies (SALT, EP, Social Care).
- Where possible, visits will be made by a member of the Inclusion Leadership Team to local primary schools in the summer term.

**Deferred admission to primary school** – Turnham Academy offers early admission in reception class to children before they reach statutory school age. Parents and carers have the option of deferring their child’s admission to reception class to a later term e.g. the start of the spring or summer term. However, the child must be admitted to school during the reception year and not beyond it. Alternatively the parent may arrange for their child to be admitted on a part time basis up to the point they reach statutory school age. Parents may not defer their child’s admission beyond reception year or after the beginning of the term after their child’s fifth birthday.

Children who attend a nursery class at Turnham Academy frequently transfer to the main school; however there is no automatic transfer and children attending the nursery are not given priority. Parents of nursery children **must** apply for a reception place by participating in the coordinated reception scheme by making an online application. Applications from parents of children on the roll of the nursery will be considered with other applicants at the appropriate time.

**Earlier Admission:** In very exceptional circumstances the governors will consider a request for admission out of cohort for a younger child (*i.e. for reception children this will be those born after 31 August 2015.*)

The application may be supported by the child’s nursery or early years setting and/or an educational psychologist confirming that the child is academically outstanding and sufficiently physically and emotionally mature to cope with the demands of primary school.

- The parent agrees that their child will transfer to primary school with the earlier cohort regardless of the outcome of their applications and will not qualify to participate in the transfer scheme the following year.

**Later admission:** In very exceptional circumstances the governors will consider a request for a delayed admission for an older child including summer born children (*ie for reception this will be those born before 1 September 2015*).

- The application may be supported by the child’s nursery or early years setting and/or an educational psychologist confirming that the child has learning delay or difficulty and their social maturity is well below that of his or her peers.
- The parent agrees that their child will transfer to primary school with the later cohort regardless of the outcome of their applications and had not participated in the transfer scheme the year before.

In cases described above parents must consider the implications of an earlier or later transfer as headteachers of schools are not required to continue to keep the child out of year group and may decide to later educate the child in the correct year.

## **Appeals**

Parents whose applications for admission are unsuccessful will have the right of appeal against the decision.

In order to comply with legislation an appeal panel may only consider an appeal on the following grounds:

- 1) That the decision not to admit was not one, which a reasonable authority would make in the circumstances of the case.**
- 2) The child would have been offered a place if the admission arrangements had been applied properly.**

**Parents need to be aware that the Academy usually has more applicants than available places.**

**DATES FOR ADMISSION ARE IN LINE WITH THOSE IN THE LONDON BOROUGH OF LEWISHAM.**

APPLICATIONS SHOULD BE MADE ON LINE AT: [www.eadmissions.org.uk/](http://www.eadmissions.org.uk/)