

Determined Admissions Arrangements For Academic Year 2016-17

Introduction

Bushy Hill Junior is a Foundation School and is therefore its own Admissions Authority. The Governing Body is committed to a policy of open admission to the school without any selection or discrimination on the ground of pupils' academic or other abilities.

Bushy Hill School works in collaboration with the Local Authority. Each September the school makes available information that parents will need in order to express a preference of junior school for their children. This information may vary but is mainly contained within the School Prospectus together with details of opportunities for parents to visit the school before they have to state their preferences.

The Published Admission Number

The PAN for the 2016/17 academic year will be 60.

Criteria for the Allocation of Places in 2016/17:

Children with a statement of special educational needs or Education, Health and Care Plan (EHCP) will be allocated to the school before other applicants are considered and the number of places available will be reduced by the number of children with a statement that has named the school.

Where there are more applicants than places, then places will be offered to children in the following order of priority (if because, there are too few places left, Governors have to distinguish between families when allocating places within on of the priorities, such places will be allocated strictly on the basis of proximity to the school - distances will be measured by the computerised Geographical Information System maintained by Surrey's Admissions and Transport team.):

1. Looked After Children and Previously Looked After Children:

- children who are registered as being in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a), e.g. fostered or living in a children's home, at the time an application for a school is made; and
- children who have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a child arrangements order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989).

2. Children With Particular Needs

The Governors will give priority to such children if the application is supported by appropriate evidence (i.e. individual or compelling family circumstances or medical needs). Where such an application is made, the special factors pertaining why attendance at Bushy Hill Junior School is essential must be made known at the time of the original application if they are to be considered.

3. Siblings

The Governors will give priority to families who already have a child at the school at the time of admission.

(A sibling will be considered to be a brother or sister (that is, another child of the same parents, whether living at the same address or not), a half-brother or half-sister or a step-brother or step-sister or an adoptive or foster sibling, living at the same address.)

4. Children on roll at Merrow C. of E. Infant School

5. Children on roll at Clandon C. of E. Infant School

6. Children for whom Bushy Hill Junior School is the closest school to their home

This distance is measured in a straight line from the address point of the pupil's house. All distances will be measured by the computerised Geographical Information System maintained by Surrey's Admissions and Transport team, to the nearest school gate

available for pupils to use. If more than one applicant applies from the same block of flats, all such applicants are treated as living equidistant from the school. Whenever there is competition for places between or among applicants who live equidistant from the school, a drawing of lots will be used to determine which applicant is offered a place.

7. Any Other Applicant

The Governors will allocate all remaining places strictly on the basis of the nearness of the family home to the school. This distance is measured in a straight line from the address point of the pupil's house, as set by Ordnance Survey, to the nearest school gate available for pupils to use. This is calculated using the Admission and Transport Team's Geographical Information System. This ensures that families living nearer to the school are allocated places before families living further away from the school.

If more than one applicant applies from the same block of flats, all such applicants are treated as living equidistant from the school. Whenever there is competition for places between or among applicants who live equidistant from the school, a drawing of lots will be used to determine which applicant is offered a place.

Multiple Siblings

Twins, triplets and other multiple births from the same family will all be allowed to attend the school if they have successfully gained one place in the current admission year.

Applications

Applications for admission at the start of Year Three for September 2016 must be made on the Surrey LA Common Admissions Form for Primary/Junior Schools – September 2016. Applications can be made online as well as on paper application forms.

Waiting List

If, when all places have been allocated, there are families who have applied for but not been offered a place, the Governors will return their applications to Surrey LA for further determination by the LA. The Governors will also enter the names of the children concerned on a waiting list to be considered under the waiting list criteria above.

Late Applications

If an application is received after the closing date and there is a place available, it will be allocated to the family. In the event of no places being available the application will be sent to the LA to proceed as to their published admissions policy. Late applicants will also be placed on the school's Waiting List and considered under the Waiting List criteria above.

Confirmation of Places at the School

The Local Authority will confirm a place at the school has been allocated by writing to parents.

If the school is oversubscribed the Local Authority will confirm the allocation of a place at the school to those meeting the school's admissions criteria up to the PAN as above. The remaining applicants will be informed by the Local Authority of an offer of a place at another school as per the Local Authority admission procedures.

If a family is unsuccessful in gaining a place at Bushy Hill, the family can appeal to the Governing Body against the published Admission Criteria, procedures for which can be obtained from the school office.