



## Ore Village Primary Academy

### Admissions Policy

In-Year applications 2017/18 and for children starting school in Reception during the school year 2018/ 19

#### Introduction

Ore Village Primary Academy (the school) is part of The Kemnal Academies Trust and has Academy status. Therefore the school is the admission authority for the school.

#### 1. Admission Number

There is no proposed change to the admission number. The Governors intend to admit a maximum of 60 pupils to Reception Year in September 2018.

#### 2. Application process for children entering Reception

Applications, for the September 2018 intake (Academic year 2018/19) should be made using the East Sussex County Council's application procedure. Parents can apply online at [www.eastsussex.gov.uk](http://www.eastsussex.gov.uk). The closing date for Reception Year applications is 15 January 2018.

#### 3. Late Applications

Any application that arrives after the closing date of 15th January 2018 for entry in September 2018 will be dealt with after the main allocations have been made. These late applications will be placed on the waiting list for the Reception Class. At this point the oversubscription criterion (section 4 below) applies and the child at the top of the waiting list will be offered a place should one become available.

#### 4. Oversubscription Criteria

If there are more applications than places available, the criteria below will be used to determine which children are offered the available places, and will be applied in the following order of priority:

##### 1. Children 'Looked After' and Adopted Children.

Looked after and adopted children who were looked after, but ceased to be so because they were adopted (or subject to residence orders or special guardianship orders) immediately following being looked after.

##### 2. Children who will have a brother or sister at the school at the time of admission.

Children are siblings if they are full, half, adoptive or foster brother or sister living in the same household.

##### 3. Children who have siblings attending OVPA Nursery

Children are siblings if they are full, half, adoptive or foster brother or sister living in the same household who will be attending OVPA Nursery School at the date of the applicant's entry to Ore Village Primary Academy in Years R – 6 of the school.

#### **4. Other children**

##### **Tiebreaker**

If in categories 2-4 above a tie break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. Distance is measured from the child's home to the front gates of the school using the same measurement approach as East Sussex County Council. A random allocation process will be used as a tie break in categories 2-4 above to decide who has highest priority for admission if the distance between a child's home and the school is equidistant in any two or more cases.

#### **5. Waiting Lists**

The school will operate a waiting list for admission should the class to which a child would be admitted be full. Where in any school year the school receives more applications for places than there are places available, a waiting list will operate until the end of the first term after the academic year has commenced. This will be maintained by the school and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. If a place becomes available it will be allocated to children on the waiting list in accordance with the oversubscription criteria.

#### **6. In Year applications**

Application for a place in the school during the academic year may be made directly to the school or through East Sussex County Council's application process available at [www.eastsussex.gov.uk](http://www.eastsussex.gov.uk).

#### **7. Appeals**

Where the Academy is unable to offer a place because the class to which a child would be admitted is full, parents have the right to appeal to an independent admission appeal panel.

**Review date: November 2017**