



**Academic year
2016 - 2017**

**Determined Admission
Arrangements for Community &
Voluntary Controlled Schools
within North Lincolnshire
(revised)**

Date – March 2015

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Introduction

These arrangements provide an overview of the council's determined admission arrangements for the 2016-17 intake to Community & Voluntary Controlled Schools.

There are five types of mainstream schools in North Lincolnshire: Community Schools, Voluntary Controlled Schools, Voluntary Aided Schools, Foundation Schools, and Academies. It is important to know which type of school you would like your child to go to because different people are responsible for making decisions on which children to admit. It will be either the council or the school governors who will decide who gets a place. The list below tells you who will make the decision for the particular type of school.

1. **Community Schools** – Most schools in North Lincolnshire are community schools. The council is responsible for allocating places.
2. **Voluntary Controlled Schools** – These schools are mainly Church of England schools. The council is responsible for allocating places.
3. **Voluntary Aided Schools** – Some Church of England schools are voluntary aided. The governors are responsible for allocating places.
4. **Foundation Schools** – These schools are state funded and have formal links with relevant partners. The governors are responsible for allocating places.
5. **Academies** – Academies are state funded independent schools. The governors are responsible for allocating places.

This document covers admission arrangements for schools in category 1 or 2 only (a list of these is given in the appendix, along with their published admission numbers). Schools in the other categories determine their own admission arrangements. When they are published they will be available on the North Lincolnshire Council website www.northlincs.gov.uk

Applying for a place

Details of how and when to apply, and how places will be offered, are in the "Determined Co-ordinated Admissions Scheme for Primary, Infant and Junior Schools in the area of North Lincolnshire Council for the academic year 2016/17" and the "Determined Co-ordinated Admissions Scheme for Secondary Schools in the area of North Lincolnshire Council for the academic year 2016/17". When they are published they will be available on the North Lincolnshire Council website www.northlincs.gov.uk

Parents may seek a place for their child outside of the normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. The council will consider their request on the circumstances of each case and in the best interest of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely; and the views of the head teacher of the school concerned. Details of how to make such a request are in the admissions schemes (as mentioned above).

Oversubscription criteria for Community and Voluntary Controlled Schools

Where applications for places at a particular school exceed the published admission number set for the school the following factors will be taken into account in priority order when deciding which pupils will be allocated places in accordance with receipt of their online submission or a common application form.

Children with Statements of Special Educational Needs or Education Health and Care Plan

These children will be dealt with in accordance with the Code of Practice on Special Educational Needs. Where a school is named in a child's statement or plan the school has a duty to admit the pupil, this will reduce the number of places available

Factor 1

Looked after children and previously looked after children

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 the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school.

A "previously looked after child" is a child who:

- (a) ceased to be looked after because they were adopted, or
- (b) became subject to a residence order (under the terms of the Children Act 1989 Section 8 - an order settling the arrangements to be made as to the person with whom the child is to live), or
- (c) became subject to a special guardianship order (see Section 14A of the Children Act 1989 - an order appointing one or more individuals to be a child's special guardian (or special guardians)).

Factor 2

Children who live in the school's designated catchment area.

Parents can see which catchment areas cover their address by following the link from the school admissions page at www.northlincs.gov.uk. Alternatively, they can contact the Admissions Team on 01724 297133.

For Infant, Junior and Primary Schools the address taken under this factor will be that on the Monday 15 February 2016.

For Secondary Schools the address taken under this factor will be that on the Monday 11 January 2016.

Parents who move after submitting their preference **must** inform the Admissions Team of any change of address.

For admission purposes, the home address is where a child usually lives with their parent or carer. You must not give the address of a childminder or relative. Where a child lives with parents with shared responsibility, each for part of the week, the Admission Officer will apply the address of the parent who claims the child's benefit as the pupil's address for determining this criterion. If neither parent claims child benefit other documentary evidence (eg medical card) may be required. If it is found that you have given a false address your child may lose their school place.

Factor 3

Children who will have a sibling attending the school at the time of their admission.

Included in this factor are siblings (step-brothers and sisters and half-brothers and sisters) living at the same address and who will be attending the school at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the Authority will apply a tie breaker decision based on geographical distance.

Siblings for the same year group (twins/ multiple birth children)

Where there are twins/multiple birth children to be admitted to a school in the same year group. If there are insufficient places available for all siblings, and one can be allocated a place, the admission number will be exceeded to allow them to be placed in the same school.

Factor 4

Children who live closest to the school.

The distance will be determined by measuring the shortest available route using the public road network from the pupil's home to the main school gate, as determined by the LA. The distance will be measured by using a computerised geographical information system (GIS). Priority will be given to those living nearest to the school using this system. Pupils living in flats where the distance measures the same, priority will be given in ascending order of flat number/letter/floor.

Tie Breakers

Where the offer of a place would lead to oversubscription under any of the above factors places will be allocated by reference to subsequent factors in order. In exceptional circumstances where it has not been possible to decide between applications, because they have the same distance measurements, the place will be allocated by drawing lots independently verified.

Appeals

1. Any parent whose child is not offered a school place for which they have expressed a preference has the right to appeal to an independent appeals panel.
2. People who intend to make an appeal must request a Notice of Appeal and return the form by the stated date.
3. Normally appeal hearings will be held within 40 school days from the closing date for receiving the notice of appeal.

Waiting Lists

1. A waiting list will be established for all over-subscribed schools.
2. Pupils will automatically be put on the waiting list for a school where they have not been made an offer of a place and where that school is a higher preference than the school at which an offer has been made.
3. Pupils will not automatically be placed on the waiting list for a school ranked lower than the school where they have been offered a place.
4. Places will be allocated in accordance with the published criteria.
5. The council will coordinate waiting lists for all schools.
6. As soon as school places become available they will be filled from the waiting list.
7. If a parent is on a waiting list it will not affect the parent's right of appeal against an unsuccessful application.
8. Children who are the subject of a directed place under the in year fair access protocol will take precedence over those on the waiting list.

Withdrawing Offers of Places

Once an offer of a school place has been made it may only lawfully be withdrawn in very limited circumstances. These include when the admission authority offered a place on the basis of a fraudulent or intentionally misleading application from a parent (for example, a false claim of residence in a catchment area), which effectively denied a place to a child with a stronger claim. It would not generally be lawful for an admission authority to withdraw a school place once the child was attending that school, except where that place was fraudulently obtained; in deciding whether to withdraw in such a case, the length of time that the child had been at the school will also be taken into account. Where a place is withdrawn, the application must then be considered afresh, and a right of appeal offered if a place is refused.

APPENDIX

2016/17 Published admission numbers (PANs) for Community & Voluntary Controlled Schools* within North Lincolnshire

Community Infant Schools	PAN
Berkeley Infant School	90
Bottesford Infant School	70
Bushfield Road Infant School	60
Enderby Road Infant School	40
Frodingham Infant School	72
Voluntary Controlled Infant Schools	
Winterton CE Infant School	60
Community Junior Schools	
Berkeley Junior School	90
Bottesford Junior School	64
Brumby Junior School	120
Leys Farm Junior School	45
Winterton Junior School	66
Community Primary Schools	
Alkborough Primary School	12
Althorpe and Keadby Primary School	30
Bowmandale Primary School	50
Brigg Primary School	60
Broughton Primary School	60
Burton-on-Stather Primary School	30
Castledyke Primary School	43
Crosby Primary School	68
East Halton Primary School	9
Goxhill Primary School	36
The Grange Primary School	60
Holme Valley Primary School	60
Killingholme Primary School	18
Kirton in Lindsey Primary School	40
Lincoln Gardens Primary School	60
Luddington and Garthorpe Primary School	10
Messingham Primary School	42
Oakfield Primary School	45

Community Primary Schools (continued)	PAN
Priory Lane Community School	60
South Ferriby Primary School	13
Westcliffe Primary School	45
Winteringham Primary School	14
Voluntary Controlled Primary Schools	
Barton St Peter's CE Primary School	40
Belton All Saints CE Primary School	32
Gunness and Burringham CE Primary School	14
Haxey CE Primary School	30
John Harrison CE Primary School	30
Kirmington St Helena's CE Primary School	8
New Holland CE and Methodist Primary School	12
St Barnabas' CE Primary School	23
Scunthorpe CE Primary School	38
West Butterwick Primary School	7
Wrawby St Mary's CE Primary School	20
Wroot Travis Charity Primary School	7
Community Secondary Schools	
Baysgarth School	198
Frederick Gough School	244
Voluntary Controlled Secondary School	
Sir John Nelthorpe School	154

*The published admission numbers for Voluntary Aided Schools, Foundation Schools, and Academies are to be found in their own admission arrangements.