



ADMISSIONS POLICY

2018-19

'In these stone horizons sing'
(Gwyneth Lewis, Welsh poet)

Maybury Primary School



Admissions policy

The admission arrangements explain how pupils will be admitted, including how many children. It also sets out a procedure for the school if oversubscribed.

Further details on how to apply for a school place can be found at www.hullcc.gov.uk/admissions.

For the school year 2018/19 Maybury Primary School will adhere to the following admission arrangements. The criteria which are to be used to allocate places are described below. The admission number for the Foundation 2 Class (also known as the Reception Class) at Maybury Primary School is **30**.

The school will accordingly admit up to this number of pupils in the relevant age group if sufficient applications are received. All applicants will be admitted if this number is not reached.

Applications for pupils having an Educational Health and Care Plan will be dealt with in accordance with the Code of Practice on Special Educational Needs and if Maybury Primary School is named in a child's statement the governing body are required to admit the pupil. After the allocation of statemented pupils, where the number of applications is greater than the remaining places the following criteria will be applied in the order set out below.

Criteria for Admission to Maybury Primary School:

1. Children in public care at the time when preferences are expressed and who are still in public care at the time of their admission to school, and those who have been previously looked after
2. Significant medical factors or exceptional family circumstances
3. Being resident in the catchment area of the school. Proof of residence will be required.
4. Children with a brother or sister who will be attending the school at the expected time of admission
5. Geographical, with priority given to those living nearest to the school

Criteria 4 and 5 will be used as a **tie-breaker** for other criteria. If the school is oversubscribed from within its catchment area after the allocation of statemented and children under criteria 1 and 2, then the brothers/sisters and geographical criteria will be used in that order as tie-breakers.

Notes

- *Significant medical needs must be supported at the time of application by a letter from a GP, hospital consultant or other medical professional indicating how a pupil's medical condition relates to the school preference.*

Exceptional family circumstances must be supported at the time of the application by a letter from a supporting agency (eg Social Worker or Family Support Worker) indicating how the circumstances relate to school preference.

- *Residence is defined as the normal family address where the child resides. The qualification date is the closing date for applications. Where parents live at separate addresses and have joint custody, the address used will be the one where the child spends the main part of the school week (i.e. Sunday night to Thursday night inclusive). Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place.*
- *Brothers and sisters include children with the same natural parents living at the same address, children with the same natural parents living at different addresses (eg due to separation of natural parents) half-brothers/sisters living at the same address, step-brothers/sisters living at the same address-children living as part of the same family unit with their parents/guardians at the same address.*
- *The measurement of distance is the shortest available safe route for pedestrians along footpaths, using footpaths alongside roads marked on the current street map of the City. Front entrance of home property (residence) to main entrance of school site is used.*
- *The highest priority must be given to looked after children and children who were looked after but ceased to be so because they were adopted.*

Pupils moving into the area during the academic year

Parents/carers moving into Hull during the academic year should complete an In Year Transfer Form. This will allow parents to express their preference for a place at the school and give reasons for their preferences.

Any parent refused a place will be offered their right to appeal against the decision to an independent appeals panel. This is likely to occur when the year group is full and will be managed by the Local Authority