



Admissions Policy 27-28

Written / reviewed by	R Swaby
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Admissions Policy: Starting School (YR) in 2027-2028

Introduction

As a Foundation School, our Governing Board set the admissions policy and work alongside Oldham LA who co-ordinate the admissions process. We apply the criteria fairly and equally for all those who wish to attend our school.

The statutory requirements of the school admission legislation and related regulations are published in the School Admission Code 2014. The code details the mandatory requirements and refers to the statutory requirements (i.e. those imposed by primary or secondary legislation) with which all admission authorities must comply.

The acts relevant to school admissions and appeals are:

- a) Equality Act 2010
- b) Human Rights Act 1998
- c) School Standards and Framework Act 1998
- d) Education Act 1996

The Regulations relevant to school admissions and appeals are:

- a) The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2014
- b) The School Admissions (Infant Class Sizes) (England) Regulations 2014
- c) The School Admissions (Appeals) (England) Regulations 2014
- d) The School Information (England) Regulations 2008

Aims and objectives

- We are an inclusive school that welcomes children from all backgrounds and of all abilities.
- The only restriction placed on entry is that of number. If the number of children applying for entry exceeds the places available, we follow the procedure set out below to determine whether a child is accepted or not.
- The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school.

How parents can apply for their child to be admitted to our school

The LA publishes an admissions prospectus each year, which gives information about how parents can apply for a place in the school of their choice. Parents have a right to express a preference for the school of their choice, and they should do so on the application form. Expressing a preference does not guarantee a place at this school.

Application forms are completed online and can be obtained from the Admissions Department of the LA. They should be completed by the date stipulated on the forms. Parents are notified about the school place as soon as all the applications have been considered.

In this area, children enter school in the academic year they become five. There is one admissions date per year, early in September (i.e. at the start of the school year). **The application period will run from 01 September 2026 to 15 January 2027.**

Parents wishing to apply for a place for their child mid-year or at the start of Year 1 to Year 6 should apply to the admissions authority at the LA for an 'in-year' admission.

Admission Criteria

The planned maximum number of children per year group in Delph School is 30. In exceptional cases the LA can increase intake numbers depending on specific circumstances. Where there are more children seeking admission than there are places available, names are put on to an LA waiting list.

If the number of applications exceeds the admission number, it will be necessary to determine which pupils can be offered a place by applying the following oversubscription criteria in priority order.

Criterion 1: Looked after children or children who have previously been looked after will be given the highest priority for admission.

Criterion 2: Exceptional medical or social reasons (Parents must submit evidence to support their application under this Criterion)

The definition for Criterion 2: If parents are claiming that there are exceptional medical or social reasons why their child should be prioritised above other applicants, they must give reasons for this claim which must be supported by evidence from a registered professional, such as a doctor or social worker or other professional in the area of children's welfare. The evidence must demonstrate the reasons why the school in question is the most suitable school, why an alternative school would not meet the child's needs and the difficulties that would be caused if the child attended another school.

You should note that providing evidence does not automatically mean that a place will be allocated under this criterion. The Headteacher and Governing Board considers each request to determine if there is justification for prioritising the application over other pupils requesting a place at the same school.

Criterion 3: Children with a sibling attending the school when the younger sibling is admitted. (A sibling is defined as a brother or sister, stepbrother or stepsister and half-brother or half-sister. A sibling must be living at the same address and not be a cousin or other relative.)

Criterion 4: Children who attend Delph Pre-School. If numbers exceed capacity, those families living next nearest to the school have higher priority.

Criterion 5: Geographical proximity to school, with those families living next nearest to the school having higher priority. (Distance is measured in a straight line between the home postcode and the school's postcode, measured electronically by GIS software within the admission database using Post Office data and Ordnance Survey data.

Infant classes (reception, Year 1 and Year 2) must not contain more than 30 pupils with a single qualified teacher (as defined in Section 4 of the SSFA 1998). Additional children may be admitted under limited exceptional circumstances. These children will remain a 'permitted exception' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit.

Subsequent guidance has made it clear that local authorities are expected to ensure that older children who have experienced the benefit of restricted class numbers, should continue to benefit from a similar limit on the size of junior classes.

Applications received after the appropriate closing date will be regarded as late unless, in the Governors' opinion, there are significant and exceptional reasons for the lateness. Proof of special circumstances will be required.

Late applications are not considered until all on-time applicants have been allocated places.

A child's name will be automatically placed on the waiting list for any school where they have been refused a place in the allocation round. The waiting list will only be maintained by the Local Authority for the duration of the Autumn Term (until 31 December 2027).

Induction Arrangements

When joining our Reception Class, we have a well-established induction procedure to ease transition into school life. It is important to us that your child settles quickly and feels happy and secure.

Matters relating to your child and family background are treated confidentially. To help us effectively meet the individual needs of your child, it is important that we are given as much relevant information as possible. Before your child can start school, you will be required to complete the school admission and data collection form. Parents and carers who are considering applying for a place are welcome to visit the school by appointment.

Admission Appeals

Where the governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents should contact the Local Authority for an Appeal form and will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. Parents normally receive 14 days' notice of the place and time of the hearing.

Appeal forms should be returned to:
School Appeals,
Oldham Council,
Level 4 Civic Centre
West Street Oldham
OL1 1UL.

An appeals panel's decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to our school, then we will accept this and continue to do all we can to provide the best education for all the children at our school.

Review

This policy will be reviewed annually or earlier if necessary, following Oldham LA guidelines and considering any change of circumstances in our school or the local area.