



Midsomer Norton Schools Partnership

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School Admission Arrangements for Bath and North East Somerset based schools within the Midsomer Norton Schools Partnership 2027-28

Primary School Admissions Policy (BANES)

School	Age Range	Year of intake	Admission number
Clutton Primary	4-11	Reception	25
Farrington Gurney C of E Primary	4-11	Reception	15
High Littleton C of E Primary	4-11	Reception	28
Longvernal Primary	4-11	Reception	30
Midsomer Norton Primary (Comets Base)	4-11	Reception	30
Norton Hill Primary	4-11	Reception	60
Peasedown St John Primary	4-11	Reception	60
Shoscombe C of E Primary	4-11	Reception	15
St John's C of E Primary	4-11	Reception	60
St Julian's C of E Primary	4-11	Reception	16
St Mary's Primary School	4-11	Reception	30
Trinity Church School	4-11	Reception	30
Welton Primary	4-11	Reception	28
Westfield Primary	4-11	Reception	60

1. Introduction

The Midsomer Norton Schools Partnership (Trust) is a Multi Academy Trust with schools across the age range providing education to children and young people from Reception to Sixth Form. It is a not-for-profit charity with the key aim of 'advancing education for public benefit'. The Trust includes both non-denominational and Church of England schools.

The Trust has developed and published these Admission Arrangements to help explain the admission application process clearly and comprehensively, so that parents and children are suitably informed when choosing and applying for a preferred school. The arrangements comply with the requirements of the [School Admissions Code](#) and the [School Admission Appeals Code](#), issued under Section 84 of the [School Standards and Framework Act 1998](#). Any concern regarding statutory compliance, fairness or equality of local policy/practice, should be directed to the Trust via any of its schools. If the matter cannot be resolved locally, a complaint may be raised with the Education Funding Agency. Every admission application received will be administered in a fair and equitable way, in strict accordance with published policy and complies with our funding agreement and articles of association.

In accordance with our schools' academy status, the Board of Trustees is the Admissions Authority. The 'day to day' management of school admissions is delegated to the Local Governing Body Committee established within each school setting. If you would like to discuss your specific requirements or need further help with any aspect of the admissions process, please contact the individual school office.

2. Applying for a place in Reception

All schools within the Trust are part of the Local Authority Co-ordinated Admissions Scheme. The Bath and North East Somerset co-ordinated scheme can be viewed on the [council's website](#).

Bath and North East Somerset residents seeking school places should apply using Bath and North East Somerset application form/online system. Residents outside Bath and North East Somerset should apply for places on their home Local Authorities' application form.

The **normal admissions round** is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by their home local authority.

A child reaches **compulsory school age** on the prescribed day following their fifth birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

2.1 Multiple birth applications.

Applications for twins, triplets or other multiple births will be considered as individual applications. In the event of the school being oversubscribed the authority will breach the admission number to allow these children to be offered places where either:

- A child from a multiple birth has qualified for the last available place within the admission number but the other child(ren) from that multiple birth have not qualified for a place.
- A child from a multiple birth has had a place named at that school as part of their Education, Health and Care Plan (EHC) during the normal admissions round but the other child(ren) from that multiple birth have not qualified for a place.

2.2 Application deadlines:

Reception place applications must be received by midnight on **15th January** directly to your home local authority. You should express your preference for up to 5 state-funded schools, in rank order.

Please note, pupils already attending a nursery provision on the school site will not transfer automatically into the main school. A separate application must be made for a place in reception.

Any applications received after the above deadlines will not be administered until all on time applications have been processed, at which point there may no longer be a place available at the school.

2.3 Late applications

Any late applicants should complete their home LA's common application form and return it to their home LA as soon as possible. In line with agreed co-ordinated admission procedures the school will be informed of any late applications received.

3 Educational Health and Care Plan (EHCP)

The Special Educational Needs Code of Practice requires the Admission Authority to admit any children with an Educational Health and Care Plan (EHCP) naming the school. Children with an Educational Health and Care Plan will be dealt with through the SEND Code of Practice and their placement is determined through the statutory assessment process or an annual review of their EHCP. All schools are consulted before being named on a pupil's Educational Health and Care Plan and schools have the opportunity to draw attention to any difficulties arising from oversubscribed year groups. If a school is named on an Educational Health and Care Plan this will take priority over the Admissions Criteria, although, wherever possible the place will be offered within the Admission Number for the school. Parents/Carers who wish to transfer their child from a setting named in the Education Health and Care Plan must seek approval to do so via the Local Authority that issued the plan before applying for an In-Year transfer.

4 Home Address & Families moving into the area including from outside of the UK

The child's normal permanent home address where he or she lives with his or her parents or legal guardians for more than 2.5 school days per week will be used to decide where the child lives. Temporary addresses cannot be used to obtain school places. If parents or carers plan to move, documentary evidence will be required and in order for address changes to be taken into account in the first round of allocations made on 16 April (Reception) the appropriate documentary evidence should be sent to the LA and received by the closing date of 15 January (Reception). However, if details of a change of address that will occur after the closing date (and before the start of term 1) is received with the appropriate documentary evidence by 27 January (Reception) i.e. before the LA has sent details of applications to other councils, it will be considered in the first round of applications. **In all cases, it is the responsibility of the applicant to make sure the LA has received the documentary evidence.**

Examples of evidence that may be acceptable to determine a child's address are: -

- A solicitor's letter confirming exchange of contracts and completion date for a property which is being purchased or a property which is being sold.
- A copy of a signed rental agreement or a solicitor's letter if moving to a council or rented property and proof of your sale or Notice to Quit on your current/previous property.
- A copy of a council tax bill or utility bill such as water, gas or electricity in your name for your newly owned or rented property together with proof of your sale or Notice to Quit on your current/previous property.

- Child benefit paperwork if in receipt.
- If you are moving in with a relative a letter from them will be required confirming the date you will be moving in together with a copy utility bill showing their name and address. A solicitor's letter will also be required confirming that completion of contracts has taken place on your sale or Notice to Quit on your current/previous property.
- In the case of children of UK Service Personnel or Crown Servants returning from overseas, with a confirmed posting to the area an official letter declaring the relocation date and a Unit postal address or quartering area address should be provided.
- In the case of overseas children evidence of right of abode and conditions of immigration should be provided*

The Admissions Authority reserves the right to investigate home addresses and may ask applicants to supply further evidence of the home address. This may include Council Tax, Electoral Roll, Utility Bills, GP registration, and Child Benefit records. An application or place allocated on the basis of fraudulent information may be withdrawn.

**Parents who are not UK or Irish nationals should check they, and their children, have a right to reside in the UK before applying for a school place in England. The following DfE process guidance will be followed by the school and Local authority in the case of applications from overseas - <https://www.gov.uk/guidance/schools-admissions-applications-from-overseas-children> .*

5 Allocation of Places

Each Primary school has an **agreed admission** number for entry into reception as per the grid on page 1.

5.3 Oversubscription criteria

All children whose education, health and care (EHC) plans name the school will be admitted before any other places are allocated.

If the school is not oversubscribed, all applicants will be offered a place. In the event of oversubscription (more applications received than places available) each school will refer to their specific oversubscription criteria in order until all places are filled.

All schools will set the highest priority to looked after children and all previously looked after children who apply for a place at *the school*.

Looked after children:

Children who, at the time of making an application to a school, are:

- *In the care of a local authority, or*
- *Being provided with accommodation by a local authority in exercise of its social services functions*

Previously looked after children:

Children who were looked after, but ceased to be so because they:

- *Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or*
- *Became subject to a child arrangements order, or*
- *Became subject to a special guardianship order*

This includes children who appear to have been in state care outside of England and have ceased to be in state care due to being adopted.

Where a policy refers to permanent staff it is expected that the member of staff has been employed by the school for two or more years at the time at which the application is made.

The admission application ranking exercise may indicate that the Admission Number/limit is reached part way through a specific criterion. In these circumstances, the ranked order for applications satisfying this 'cut off' criterion and any lower placed criterion will be determined by calculating the straight-line distance between each child's home and the main entrance to the school. This will determine the priority order for these applications.

In all cases, distances will be measured in a direct line from the address point of the child's home address to the address point of a school as defined by the Local Land & Property Gazeeter (LLPG). Measurements will be determined using the Local Authority's GIS computerised mapping system. The GIS system used within this LA would not be able to calculate a staircase measurement in the case of multi-level dwellings. If the distance between two children's homes and the school is exactly the same then a random allocation would be used for any such cases.

5.4 Applying a tie breaker

In the case of 2 or more applications that cannot be separated by the oversubscription criteria outlined above, the school will use random allocation as a tie breaker to decide between applicants. This process will be independently verified.

5.5 Challenging behaviour

We will not refuse to admit a child on behavioural grounds in the normal admissions round or at any point in the normal year of entry. We may refuse admission in certain cases where the specific criteria listed in the School Admissions Code (paragraph 3.8) apply, i.e. where section 87 of the School Standards and Framework Act 1998 is engaged.

We may refuse admission for an in-year applicant for a year group that isn't the normal point of entry, only in such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the provision we can offer. In this case, we will refer these pupils to the Fair Access Protocol. We will not refuse admission on these grounds to looked after children, previously looked after children and children with EHC plans naming the school.

5.6 Fair Access Protocol

We participate in the Bath & North East Somerset Fair Access Protocol. This helps ensure that all children, including those who are unplaced and vulnerable, or having difficulty in securing a school place in-year, get access to a school place as quickly as possible. Bath and North East Somerset Local Authority Fair Access Protocol can be found [HERE](#)

6 Deferred entry to Reception

While a child is below compulsory school age (5), the parent/carer may choose to defer their child's entry to school until later in the school year. However, he/she cannot defer beyond the point at which the child reaches statutory school age or beyond the start of the last term in the school year.

A child that turns 5 between:

- 1 September and 31 December must be in school from the beginning of the spring term.
- 1 January and 31 March must be in school from the start of the summer term.
- 1 April and 31 August (summer-born) must be in school from the start of the autumn term.

A parent of a 'summer born' child entitled to start school in September, may choose to delay his/her entry to school until the following September, where the parent considers this arrangement to be in the best educational interests of the child. The parent may also choose to apply for the reception year the following September rather than year 1. Please note: Although the Admission Authority may agree to a 'delayed entry' application being submitted for a reception place in the following September, there can be no indication given as to whether a place will be available until the 'normal admissions round' allocation exercise is complete in the following year. The following process will apply:

The parent must submit an application to the home local authority during the 'normal admissions round', making it clear in the text box on the application form that he/she wishes to delay the child's entry until the following September. Where the intention is for the child to start with the following reception cohort, this must also be clearly stated on the form. The Admission Authority will formally note the parent's instruction and will consider the request. If a request to delay is approved, parents/carers will have their application withdrawn and effectively, the child will no longer be part of the 'normal admissions round'.

The parent(s) must then wait and make an entirely new application as part of the following years 'normal admissions round' in accordance with the application process described in the home local authority Composite Prospectus document. This will be made available by the local authority in September. The parent should also take account of the Admission Arrangements for the appropriate year that apply to the school.

If the school is undersubscribed with reception applications for the following September, the applicant will receive the offer of a place, without condition, for his/her child on or around 16th April. If the school is oversubscribed with applications for the following September, the published oversubscription criteria will be applied in order to rank all the applications received (including delayed entry applications) and identify a priority for the offer of available reception places. Whether a place can be offered will depend on the outcome of the application ranking exercise.

If the following September reception application is refused, the right of appeal will apply.

If a parent delays a child's entry until the following year and decides that the child should join Year 1 rather than reception, they will need to make an in-year application within six school weeks of the place being required.

7 Admission of children outside their normal age group

Parents are entitled to request a place for their child outside of their normal age group. The Schools LGB Committee will consider applications for delayed or accelerated entry in cases where parents would like their child to be admitted to a year group either side of their chronological age group. The reasons for the request must be fully explained and included with the application form.

Decisions on requests for admission outside the normal age group will be made on the basis of the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- Parents' 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
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely
- The headteacher's views

Wherever possible, requests for admission outside a child's normal age group will be processed as part of the main admissions round. They will be considered on the basis of the admission arrangements laid out in this policy, including the oversubscription criteria listed in section 5. Applications will not be treated as a lower priority if parents have made a request for a child to be admitted outside the normal age group.

Parents will always be informed of the reasons for any decision on the year group a child should be admitted to. Parents do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

8 In Year Admissions (i.e. all applications for existing year groups)

All In-Year applications must be made directly to the school using the application form which is available to download from the school website or as a paper copy from the School Office. If no form is submitted the Local Governing Body/Trust will not be able to process the application. As is the case in the normal admissions round, all children whose EHC plans name the school will be admitted. Likewise, if there are spaces available in the year group you are applying for, your child will be offered a place.

If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available, it will be filled by one of the pupils on the waiting list in accordance with the school specific oversubscription criteria listed. Priority will not be given to children on the basis that they have been on the waiting list the longest.

Applications for in-year admissions should be sent for the attention of the Admissions Officer at the School where they are applying for a space. Parents will be notified of the outcome within 10 school days of an in-year application and confirm in writing within 15 school days.

If a place is offered, the applicant will be asked to confirm acceptance in writing within ten school days of receipt, following which the place will remain available for 28 school days from the date of the decision letter. If the child concerned is not attending school after this time frame, the Admissions Committee will write to the original applicant with a view to withdrawing the offer.

9 Right of Appeal

Parents who are unsuccessful in their application for a place at the school have the right to appeal to an Independent Appeal Panel. Further information concerning how to appeal will be explained in the decision letter or found on the Local Authority website <https://www.bathnes.gov.uk/services/schools-colleges-and-learning/admissions-schools/admissions-appeals>

The Independent Appeal Panel's decision is legally binding for all parties concerned. Appeals should be submitted in writing within 20 school days from the date of notification that their application was unsuccessful.

Where there is concern that the appeal process has not been properly administered in accordance with the [School Admission Appeals Code](#), a complaint may be raised with the Education and Skills Funding Agency for further consideration.

10 Waiting List

Parents/Carers who make a formal appeal will have their child's name kept on a waiting list for any places which may become available at their preferred school. They may also ask for their child to remain on the waiting list without making a formal appeal. Any places which do become available will be reallocated using the specific school Admissions Criteria, taking into account those parents who have asked to remain on the waiting list or who have lodged a formal appeal together with any late applications received. However, children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol must take precedence over those on a waiting list.

Every effort will be made to contact applicants on the waiting list using the last contact details provided by the applicant. Where a response to an offer has not been received within 10 school days a final attempt will be made giving 5 school days to make contact. If no response is received the offer will be withdrawn and the available place offered to the next child on the waiting list to qualify for the available place

11 Multiple Applications

Where parents share parental responsibility for a child but live separately, if two applications are received from the child's parents the LA/Local Governing Body/Trust will ask them to determine which application it should consider, and which application should be withdrawn. This is because the LA/Local Governing Body/Trust will offer only one school place to a child at any one time. If parents cannot agree they should resolve the issue through the court system for example to obtain a 'Specific Issues Order' which specifies which parent has responsibility to make decisions on school preferences. However, in the absence of any Order the application received from the parent who receives Child Benefit for the child will be the only one considered. Parents may be asked to provide supporting documentation confirming receipt of child benefit. Where the parents/carers are not entitled to Child Benefit the LA will ask for proof of the child's home address as held by the doctor's surgery at the point of application. The Trust or Bath & North East Somerset Council cannot become involved in disputes between parents/carers.

12 The Local Authority

The Local Authority's annual admissions prospectus informs parents how to apply for a place at the school of their choice. Parents have a right to express their preference, but this does not, in itself, guarantee a place at that particular school. Application should be made on a form that can be obtained from the local Education Department, and should be returned by the date stipulated on that form. The authority will notify parents of the decision as soon as all the applications have been considered. Details of the scheme are available on their website www.bathnes.gov.uk or by contacting them directly on the details as below:

Team/Service: Admissions & Transport
Telephone: 01225 394312
Fax: 01225 394296
Email: admissions_transport@bathnes.gov.uk
Postal Address: Admissions & Transport
Bath & North East Somerset Council
Lewis House
Manvers Street
Bath
BA1 1JG



Clutton Primary School

Clutton is a happy, family school in which we encourage pupils and adults to have a caring and considerate attitude towards one another. We recognise and value the uniqueness of every child, helping all to achieve their best within a safe, secure and creative environment.

We aim to enable children to learn skills, knowledge and develop concepts that will help them grow into positive, responsible people who can work and cooperate with others and hopefully be better equipped for life in today's ever changing society. The school enjoys a good reputation for providing a broad, balanced, challenging and creative environment, made possible by our highly committed and hardworking team of teachers, support staff, parents and governors.

Aims

- We seek to be an inclusive school, welcoming children from all backgrounds and abilities.
- All applications will be treated on merit, and in a sensitive manner.
- A child's level of ability is irrelevant to this school's admissions policy, as are any special needs the child may have.

Where there are more applications received than there are places available within the required year group, the Governing Body will consider all on time applications against the criteria as set out below:

PRIORITY A

- 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, in England.
- or
- A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.

PRIORITY B

The 2 categories in this criterion will be given equal consideration.

- Children who live within a 1.5 mile radius* of the school and for whom there will be a sibling in attendance on the admission date at the preferred school.
- Children who live outside a 1.5 mile radius* of the school but it is their **closest** School and for whom there will be a sibling in attendance on the admission date at the preferred school.

PRIORITY C

Children who live closest to the school as measured in a direct line.

Additional Notes

To be considered under the above criteria parents must have named the school as a preference. Under the above criteria all preferences are considered equally. If a child qualifies for more than one school they will be offered their highest preference as stated on their application form.

* The 1.5 mile radius will be measured from the address point of a school as defined by the Local Land & Property Gazetteer (LLPG). In all cases, distances will be measured in a direct line from the address point of the child's home address to the address point of a school as defined by the Local Land & Property Gazetteer (LLPG). Measurements will be determined using the Local Authority's GIS computerised mapping system.

If under all the above criteria any single category resulted in oversubscription, those living closer to the preferred school would receive the higher priority. Where there is more than one applicant ranked equally according to the published admission criteria and there are insufficient places available to allocate all of the equally ranked applicants the place(s) will be allocated by random allocation.

Sizes of classes for KS1 children

We teach KS1 children (aged five to seven) in classes that have a maximum number of 30 children. This limit is set by the School Admissions Code (1.17) on Infant Class sizes.

CONTACT DETAILS:

Clutton Primary School
Station Road
Clutton
BS39 5RA

Executive Headteacher: Dan Turull
Head of School: Lucy Cowgill
School website: <https://www.cluttonschool.com/>
Email: office@clutton.mnsp.org.uk
Telephone: 01761 452510



Farrington Gurney Church of England Primary School

Admissions criteria for the school are as follows:

Where there are more applications received than there are places available within the required year group, the Governing Body will consider all **on time** applications against the criteria as set out below.

PRIORITY A

- 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, in England.

or

- A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.

PRIORITY B

The 2 categories in this criterion will be given equal consideration.

- Children who live within a 1.5 mile radius* of the school and for whom there will be a sibling in attendance on the admission date at the preferred school.
- Children who live outside a 1.5 mile radius* of the school but it is their closest School and for whom there will be a sibling in attendance on the admission date at the preferred school.

PRIORITY C

Children who live closest to the school as measured in a direct line.

Additional Notes

To be considered under the above criteria parents must have named the school as a preference. Under the above criteria all preferences are considered equally. If a child qualifies for more than one school they will be offered their highest preference as stated on their application form.

* The 1.5 mile radius will be measured from the address point of a school as defined by the Local Land & Property Gazetteer (LLPG). In all cases, distances will be measured in a direct line from the address point of the child's home address to the address point of a school as defined by the Local Land & Property Gazetteer (LLPG). Measurements will be determined using the Local Authority's GIS computerised mapping system.

If under all the above criteria any single category resulted in oversubscription, those living closer to the preferred school would receive the higher priority. Where there is more than one applicant ranked equally according to the published admission criteria and there are insufficient places available to allocate all of the equally ranked applicants the place(s) will be allocated by random allocation.

CONTACT DETAILS:

Farrington Cof E Primary School
Church Lane
Farrington Gurney
BS39 6TY

Executive Headteacher: Dan Turull
Head of School: Catrin Geeson
School website: <https://www.farringtongurneyschool.co.uk/>
Email: office@farrington.mnsp.org.uk
Telephone: 01761 452519



High Littleton Church of England Primary School

This is a happy, family school in which we encourage pupils and adults to have a caring and considerate attitude towards one another. There is a strong Christian ethos of acceptance within the school. We recognise and value the uniqueness of every child, helping all to achieve their best within a safe, secure and creative environment.

We aim to enable children to learn skills, knowledge and develop concepts that will help them grow into positive, responsible people who can work and cooperate with others and hopefully be better equipped for life in today's ever changing society. The school enjoys a good reputation for providing a broad, balanced, challenging and creative environment, made possible by our highly committed and hardworking team of teachers, support staff, parents and governors.

Admissions criteria for the school are as follows:

Where there are more applications received than there are places available within the required year group, the Governing Body will consider all **on time** applications against the criteria as set out below.

- **PRIORITY A**
 - 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, in England.
- or
 - A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.
- **PRIORITY B**
 - Children who live within The Parish of High Littleton and Hallatrow and for whom there will be a sibling in attendance on the admission date at the preferred school.
- **PRIORITY C**
 - Children who live within The Parish of High Littleton and Hallatrow.
- **PRIORITY D**
 - Children who live outside the Parish of High Littleton and Hallatrow and for whom there will be a sibling in attendance on the admission date at the preferred school.
- **PRIORITY E**
 - Children who live closest to the school as measured in a direct line.

Additional Notes

To be considered under the above criteria parents must have named the school as a preference. Under the above criteria all preferences are considered equally. If a child qualifies for more than one school they will be offered their highest preference as stated on their application form.

* The 1.5 mile radius will be measured from the address point of a school as defined by the Local Land & Property Gazetteer (LLPG). In all cases, distances will be measured in a direct line from the address point of the child's home address to the address point of a school as defined by the Local Land & Property Gazetteer (LLPG). Measurements will be determined using the Local Authority's GIS computerised mapping system.

If under all the above criteria any single category resulted in oversubscription, those living closer to the preferred school would receive the higher priority. Where there is more than one applicant ranked equally according to the published admission criteria and there are insufficient places available to allocate all of the equally ranked applicants the place(s) will be allocated by random allocation.

Monitoring and Review

The Governing Body will monitor this admissions policy and it will be reviewed every year or sooner if required.

CONTACT DETAILS:

High Littleton Primary School
Church Hill
High Littleton
BS39 6HF

Headteacher: Gareth Griffith
School website: <https://www.highlittletonschool.com/>
Email: office@highlittleton.mnsp.org.uk
Telephone: 01761 470622



Longvernal Primary School

Admissions criteria are as follows:

PRIORITY A

- 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, in England.

OR

- A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.

PRIORITY B

The 2 categories in this criterion will be given equal consideration;

- Children who live within a 1.5 mile radius* of the school and for whom there will be a sibling in attendance on the admission date of the preferred school.
- Children who live outside a 1.5 mile radius* of the school but it is their closest school and for whom there will be a sibling in attendance on the admission date.

PRIORITY C

Children who attend Longvernal Forest Nursery, which is a part of Longvernal Primary School.

PRIORITY D

Children who live closest to the school as measured in a direct line.

Additional Notes

To be considered under the above criteria parents must have named the school as a preference. Under the above criteria all preferences are considered equally. If a child qualifies for more than one school they will be offered their highest preference as stated on their application form.

*The 1.5 mile radius will be measured from the address point of the school as defined by the Local Land & property Gazetteer (LLPG).

In all cases distances will be measured in a direct line from the address point of the child's home address to the address point of a school as defined by the LLPG. Measurements will be determined using the Local Authority's GIS computerised mapping system..

If under all the above criteria any single category resulted in oversubscription those living closer to the preferred school would receive the higher priority. Where there is more than one applicant ranked equally according to the published admission criteria and there are insufficient places available to allocate all of the equally ranked applicants place(s) will be allocated by random allocation.

CONTACT DETAILS:

Longvernal Primary School
Clapton Road
Midsomer Norton
BA3 2LP

Headteacher: Karen Bazeley
School website: <http://www.longvernal.com/>
Email: office@longvernal.mnsp.org.uk
Telephone: 01761 412777



Midsomer Norton Primary School

1.0	General information
1.1	The School
	<p>Midsomer Norton Primary School provides an inclusive high quality education for all children. The governors and staff promote Kindness, fairness and respect and expect high standards in all aspects of school life. Admission applications are welcomed on behalf of any child but are prioritised for siblings and children living close to the school and children attending the school's Pre-School before those living further away (see section 2 – The Oversubscription Criteria)</p> <p>The school has a Resource Base on its site for children and young people with Specific Learning Difficulties (SPLD) and who are able to access a mainstream education. The name of the base is SPLD Base as a primary need on their Education Health & care Plan. Students educated via the SPLD base will have most of their lessons taught in the specialist resource base rooms as well as integrating within a mainstream setting. Admissions to Comets are considered through the EHCP consultation process.</p>
2.0	The Oversubscription Criteria for reception places
2.1	Oversubscription
	<p>If there are more applications received at any one time than there are places available within the preferred year group (oversubscription), the Admission Authority will consider every application received at that time against the oversubscription criteria set out in section 2.2 of these Admission Arrangements. This will enable the Admission Authority to sort the applications into ranked order and identify a priority for the offer of available places. The oversubscription criteria will also be applied when it is necessary to rank a waiting list.</p>
2.2	The Oversubscription Criteria for reception
	<ol style="list-style-type: none"> 1. Looked after child <ol style="list-style-type: none"> a. 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, in England. <p>or</p> <ol style="list-style-type: none"> b. A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted. 2. Children who have a sibling attending Midsomer Norton Primary School at the time of application, who will still be on roll at the time of admission and who lives at the same home address 3. Children who attend Sun Pre-School (the school's nursery). 4. Children who live closest to the school as measured in a direct line.
4.0	Key contact details
	<p>Midsomer Norton Primary School High Street Midsomer Norton Radstock BA3 2DR</p> <p>Executive Head: Alun Randell Head of School: Sarah Biss Website: https://www.midsomernortonprimary.co.uk/ Email: office@midsomernorton.mnsp.org.uk Tel: 01761 412019</p>



Comets Resource Base at Midsomer Norton Primary

Rationale

All children that attend SPLD base have Specific Learning Difficulties (SPLD) and an EHCP. An Education, Health and Care Plan (EHCP) identifies educational, health and social needs and sets out the additional support needed to meet those needs. All plans contain strengths and areas of development and long and short term outcomes for individuals.

Placement at SPLD Base will always arise from a process that identifies the base as an appropriate and positive choice, which best meets the needs of the pupil.

Procedure

- After the Headteacher and SENDCo have reviewed the EHC plan of a referred student and responded to the Local Authority's consultation within the legal time frame of 15 calendar days the student and their parents/carers are invited for a tour of the school and a meeting with the Headteacher and SENDCO or SEND Hub Team.
- The young person's parent/carer(s) will engage in supporting the school policies on behaviour, uniform and learning and to celebrate the young person's achievements. The young person's parent/carer(s) understand that they must attend regular meetings at the school to review the young person's progress, engagement and achievement.
- If all parties agree that the placement is appropriate, arrangements will be put in place by the School and the LA and an agreed Transition Plan will be drafted if applicable.

Starting at the base

If the placement is agreed, the student and parents/carers are invited for a further meeting where the admission process is completed and a written profile of the student is created with input from the parent and the student. This is referred to as a Support Plan and is reviewed at least three times each year.

- A staged integration into the Resource Base may be used to support a smooth transition and once this has been successful a staged transition into the mainstream school may also be used.
- The Resource Base will work closely with a range of agencies and specialist teachers to create a personalised provision to meet individual's needs.
- The parents/carers will agree to a fortnightly meeting with their child's Key Worker for at least the first term whilst they are settling into the Resource Base

Assistance with travel can be applied for if parents/carers feel there is a need for support with home to school travel for the young person. Guidance on this can be obtained from the local authority SEN travel team during the admission process.



Norton Hill Primary School

Introductory statement

Norton Hill Primary School initially opened as a one form entry primary school which will grow to two form entry over time. It offers outstanding education across all aspects of the curriculum with a focus on Science, Technology, Engineering and Mathematics and outdoor education. The academy caters for all abilities and backgrounds and focuses on providing educational opportunities in an environment that promotes the highest aspiration and achievement. Parents should apply via their home local authority co-ordinated scheme using the form provided. The home local authority will let you know whether your child has a provisional place at the academy. Government policy means that you may also be offered a place at another school you have chosen on the form. You can then confirm your acceptance of the place with the local authority.

Oversubscription criteria

If the academy is oversubscribed, priority for admission will then be given to those children who meet the criteria set out below, in priority order:

PRIORITY A

- 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, in England.

or

- A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.

PRIORITY B

Children who have a sibling attending Norton Hill Primary School at the time of application, who will still be on roll at the time of admission and who live at the same home address.

PRIORITY C

Children who attend Curiosity Corner Nursery, which is a part of Norton Hill Primary School.

PRIORITY D

Children of permanent staff at the school

PRIORITY E

Children who live closest to the school as measured in a direct line.

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 August, 31 December and 31 March. The process for this is to contact the school following acceptance of a place by email.

CONTACT DETAILS:

Norton Hill Primary School
Silver Street
Midsomer Norton
BA3 2UD

Executive Headteacher: Kerrie Courtier
Head of School: Siobhan Waterhouse
School website: <https://www.nortonhillprimary.com/>
Email: office@nortonhillprimary.mnsp.org.uk
Telephone: 01761 205630



Peasedown St John Primary School

Rationale

The Trust has a responsibility to ensure that admission and leaving procedures are fair, open, clear, precise and managed effectively in the interests of the children and their families.

Purpose

- To ensure that admission criteria are applied appropriately
- To provide a smooth transfer (whether to or from the school) of any pupil between schools

Admissions Criteria

The school is compliant with the School Admissions Code issued by the Department for Education, and with the law relating to admissions. As the school is an academy, the responsibility for admissions falls to the Academy Trust, the Midsomer Norton Schools Partnership Trust. The purpose of the Code is to ensure that all school places are allocated and offered in an open and fair way. In drawing up our admission arrangements, we ensure that the practices and the criteria used to decide the allocation of school places are fair, clear and objective. The school's admission arrangements will be set annually in collaboration with B&NES and following full consultation. For further information please see the School Admissions Code on the school website. Students will be admitted to the school according to the following criteria, in order of priority.

Admissions Criteria for Peasedown St John Primary School - (ref B&NES booklet A Primary School for your Child)

The academy will admit any pupils with an Education, Health and Care plan naming the school. If the academy is oversubscribed, priority for admission will then be given to those children who meet the criteria set out below, in priority order:

- **PRIORITY A**
 - o 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, in England.
 - or
 - o A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.
- **PRIORITY B [The 2 categories in this criterion will be given equal consideration]**
 - o *Children who live within a 1.5 mile radius* of the school and for whom there will be a sibling in attendance on the admission date at the preferred school.*
 - o *Children who live outside a 1.5 mile radius* of the school but it is their closest school and for whom there will be a sibling in attendance on the admission date at the preferred school.*
- **PRIORITY C**
 - o Children who live closest to the school, as measured in a direct line

Sizes of classes for Early Years and Key Stage 1 children:

We teach Reception and KS1 children (aged four to seven) in classes that have a maximum number of 30 children. This limit is set by the School Admissions Code (1.17) on Infant Class sizes.

CONTACT DETAILS:

Peasedown St John Primary School
Bath Road
Peasedown St John
Bath
BA2 8DH

Headteacher: Ruth Noall
School website: <https://www.psjprimary.co.uk/>
Email: office@peasedown.mnsp.org.uk
Telephone: 01761 432311



The Star Resource Base at Peasedown Primary School

Rationale

All children that attend the Peasedown Primary School SPLD base have a diagnosis of autism and an EHCP. An Education, Health and Care Plan (EHCP) identifies educational, health and social needs and sets out the additional support needed to meet those needs. All plans contain strengths and areas of development and long and short term outcomes for individuals.

Placement at Peasedown Primary School Resource Base will always arise from an EHCP Consultation

Procedure

- After the Headteacher and SENDCo have reviewed the EHC plan of a referred student and responded to the Local Authority's consultation within the legal time frame of 15 calendar days the student and their parents/carers are invited for a tour of the school and a meeting with the Headteacher and SENDCo or SEND Hub Team.
- The young person's parent/carer(s) will engage in supporting the school policies on behaviour, uniform and learning and to celebrate the young person's achievements. The young person's parent/carer(s) understand that they must attend regular meetings at the school to review the young person's progress, engagement and achievement.
- If all parties agree that the placement is appropriate, arrangements will be put in place by the School and the LA and an agreed Transition Plan will be drafted if applicable.

Starting at the base

If the placement is agreed, the student and parents/carers are invited for a further meeting where the admission process is completed and a written profile of the student is created with input from the parent and the student. This is referred to as a PLIM (personal learning intention map) and is reviewed at least three times each year.

- A staged integration into the Resource Base may be used to support a smooth transition and once this has been successful a staged transition into the mainstream school may also be used.
- The Resource Base will work closely with a range of agencies and specialist teachers to create a personalised provision to meet individual's needs.
- The parents/carers will agree to a fortnightly meeting with their child's Key Worker for at least the first term whilst they are settling into the Resource Base

Assistance with travel can be applied for if parents/carers feel there is a need for support with home to school travel for the young person. Guidance on this can be obtained from the local authority SEN travel team during the admission process.



1.0	General information
1.1	The School
	Shoscombe Church School is part of the Midsomer Norton Schools Partnership Multi Academy Trust. The school was established to serve all within its community and strives to offer a high quality education underpinned by a distinctively Christian ethos.
2.0	The Oversubscription Criteria
2.1	Oversubscription
	<p>If there are more applications received at any one time than there are places available within the preferred year group (oversubscription), the Admission Authority will assess every application against the oversubscription criteria set out in section 4.1 and rank these applications in priority order, before any places are offered. The oversubscription criteria will also be applied to rank children's names on a waiting list.</p> <ol style="list-style-type: none"> 1. Looked after child <ol style="list-style-type: none"> a. 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, in England. or b. A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted. 2. Children who at the time of application have an older sibling at Shoscombe Church School who will still be on roll at the time of admission and who live at the same address. 3. Children who at the time of application are eligible to receive a Pupil Premium or a Service Premium grant. 4. Children of permanent members of staff. 5. Children not satisfying a higher criterion. <p>Notes:</p> <ul style="list-style-type: none"> • The Supplementary Information Form applies for criterion 1, 2, 3 or 4 (refer to section 2.2 of these Admission Arrangements)
2.2	Supplementary Information Form
	A Supplementary Information Form (SIF) is provided on the school website . This is used to collect the information required to evidence that a child qualifies against oversubscription criterion 1, 2, 3 or 4. The SIF must be completed and returned directly to the school in accordance with the instructions set out in Part 3 of the SIF if the parent wishes qualifying information to be taken account of. If it proves necessary for the oversubscription criteria to be applied and applications prioritised, this information will be referred to. In some cases, a member of the Admission Authority, or an appointed agent, may need to contact the parent to discuss the information submitted on the SIF.
3.0	Key contact details
	<p>Shoscombe Church School St Julian's Road Shoscombe Bath BA2 8NB</p> <p>Headteacher: Tania Rorison School website: https://www.shoscombeprimary.co.uk/ Email: office@shoscombe.mnsp.org.uk Telephone: 01761 432479</p>



St John's Primary School

1.0	General information
1.1	The School
	St John's Church of England (CofE) Primary School provides an inclusive high quality education for all children, within a friendly caring Christian environment. The governors and staff promote care, respect and responsibility and expect high standards in all aspects of school life. Admission applications are welcomed on behalf of any child but are prioritised for siblings and children living close to the school before those living further away (see section 2 – The Oversubscription Criteria)
2.0	The Oversubscription Criteria
2.1	Oversubscription
	If there are more applications received at any one time than there are places available within the preferred year group (oversubscription), the Admission Authority will consider every application received at that time against the oversubscription criteria set out in section 2.2 of these Admission Arrangements. This will enable the Admission Authority to sort the applications into ranked order and identify a priority for the offer of available places. The oversubscription criteria will also be applied when it is necessary to rank a waiting list.
2.2	The Oversubscription Criteria
	<ol style="list-style-type: none"> 1. Looked after child <ol style="list-style-type: none"> a. 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, in England. <p style="text-align: center;">or</p> 2. A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted. <ol style="list-style-type: none"> 3. The two categories in this criterion will be given equal consideration: <ul style="list-style-type: none"> ● Children who have a sibling attending St John's C of E Primary School at the time of application, who will still be on roll at the time of admission and who lives at the same home address. ● Children eligible to receive a Pupil Premium or Service Premium at the time of application. 4. Children who attend Next Steps Nursery which is part of St John's Primary School. 5. Children of permanent Staff who have been employed at St John's C of E Primary School on a permanent contract for at least two years prior to the submission of an admission application, or children of a newly appointed teacher, appointed to satisfy a demonstrable skills shortage 6. Children who live closest to the school as measured in a direct line. <p>Note: The Supplementary Information Form which is available on the school website or from the school office must be completed and returned to confirm compliance with criterion 2.</p>
3.0	Key contact details
	<p>St John's Church of England (C of E) Primary School Redfield Road Midsomer Norton Radstock BA3 2JN</p> <p>Headteacher: Danielle West-Gaul School website: https://www.stjohnsmsn.co.uk/ Email: office@stjohns.mnsp.org.uk Tel: 01761 412019</p>



St Julian's Primary School

1.0	General information
1.1	The School
	St Julian's Church School is part of the Midsomer Norton Schools Partnership Multi Academy Trust. The school was established to serve all within its community and strives to offer a high quality education underpinned by a distinctively Christian ethos.
2.0	The Oversubscription Criteria
2.1	Oversubscription
	If there are more applications received at any one time than there are places available within the preferred year group (oversubscription), the Admission Authority will assess every application against the oversubscription criteria set out in section 2.2 and rank these applications in priority order, before any places are offered. The oversubscription criteria will also be applied to rank children's names on a waiting list.
2.2	The Oversubscription Criteria
	<ol style="list-style-type: none"> 1. Looked after child <ol style="list-style-type: none"> a. 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, in England. or b. A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted. 2. Children who at the time of application have an older sibling at St Julian's Church School who will still be on roll at the time of admission and who live at the same address 3. Children who at the time of application are eligible to receive a Pupil Premium or a Service Premium Grant 4. Children of permanent members of staff 5. Children not satisfying a higher criterion <p>Notes:</p> <ul style="list-style-type: none"> • The Supplementary Information Form applies for criterion 1, 2, 3 or 4 (refer to section 4.5 of these Admission Arrangements)
2.3	Supplementary Information Form
	A Supplementary Information Form (SIF) is provided on the school website . This is used to collect the information required to evidence that a child qualifies against oversubscription criterion 1, 2, 3 or 4. The SIF must be completed and returned directly to the school in accordance with the instructions set out in Part 3 of the SIF if the parent wishes qualifying information to be taken account of. If it proves necessary for the oversubscription criteria to be applied and applications prioritised, this information will be referred to. In some cases, a member of the Admission Authority, or an appointed agent, may need to contact the parent to discuss the information submitted on the SIF.
3.0	Key contact details
	<p>St Julians Church School, Wellow, Bath, Somerset, BA2 8QS</p> <p>Head of School: Isobel Mills Website: http://www.stjuliansprimary.co.uk Email: office@stjulians.mnsp.org.uk Telephone: 01225 833143</p>



St Mary's Primary School

1.0	General information
1.1	The School
	St Mary's C of E Primary School is an inclusive primary school offering high quality education for all children, within a friendly caring Christian environment. The academy is part of the Midsomer Norton Schools' Partnership (MNSP).
2.0	The Oversubscription Criteria
2.1	Oversubscription
	If there are more applications received at any one time than there are places available within the preferred year group (oversubscription), the Admissions Committee will assess every application received at that time against the oversubscription criteria set out in section 2.2 in order to rank the applications and identify a priority for the offer of any available places. The oversubscription criteria will also be applied, as required, in order to rank children's names on a waiting list.
2.2	The Oversubscription Criteria
	<ol style="list-style-type: none"> 1) Looked after child <ol style="list-style-type: none"> a) 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, in England. or b) A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted. 2) Children who have a sibling attending St Mary's C of E Primary School at the time of application, who will still be on roll at the time of admission and who lives at the same home address 3) Children of permanent staff. 4) Children who attend the Nursery at St Mary's Primary School at the time of application. 5) Children eligible to receive a pupil or service premium at the time of application 6) Children not satisfying a higher criterion <p>Notes:</p> <ol style="list-style-type: none"> 7) The Supplementary Information Form must be completed and submitted in conjunction with the school place application, where the applicant wishes the child to be considered against Criterion 4 in the event of oversubscription (refer to section 2.3 of these admission arrangements)
2.3	Supplementary Information Form (SIF) (for admission to Reception Class only)
	A Supplementary Information Form (SIF) is provided on the school website . This is used to collect information required in order to evidence that a child qualifies against oversubscription Criterion 4. The SIF must be completed and submitted in accordance with the instructions, for admission to Reception Class only, in order for the oversubscription criterion to be applied to prioritise applications if necessary. In some cases, a member of the Admissions Authority, or an appointed agent, may need to contact the parent to discuss the information submitted on the SIF.
3.0	Key contact details
	<p>St Mary's C of E Primary School Lansdown View Timsbury Bath BA2 0JR</p> <p>Executive Head: Michelle Parsons Head of School: Jamie Thomson School website: http://stmarystimsbury.co.uk/ School Office: Email: office@stmarys.msnp.org.uk Telephone: 01761 470245</p>



Trinity Church School

1.0	General information
1.1	The School
	Trinity Church School is an inclusive primary school offering high quality education for all children, within a friendly caring Christian environment. The academy is part of the Midsomer Norton Schools' Partnership (MNSP).
2.0	The Oversubscription Criteria
2.1	Oversubscription
	If there are more applications received at any one time than there are places available within the preferred year group (oversubscription), the Admissions Committee will assess every application received at that time against the oversubscription criteria set out in section 4.2 in order to rank the applications and identify a priority for the offer of any available places. The oversubscription criteria will also be applied, as required, in order to rank children's names on a waiting list.
2.2	The Oversubscription Criteria
	<ol style="list-style-type: none"> 1) Looked after child <ol style="list-style-type: none"> a) 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, in England. or b) A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted. 2) Children who have a sibling attending Trinity Church School at the time of application, who will still be on roll at the time of admission and who lives at the same home address 3) Children of permanent staff 4) Children who attend Acorns Nursery at Trinity Church School at the time of application. 5) Children eligible to receive a pupil or service premium at the time of application 6) Children not satisfying a higher criterion <p>Notes: <i>The Supplementary Information Form must be completed and submitted in conjunction with the school place application, where the applicant wishes the child to be considered against Criterion 5 in the event of oversubscription (refer to section 3 of these admission arrangements)</i></p>
2.3	Supplementary Information Form (SIF) (for admission to Reception Class only)
	A Supplementary Information Form (SIF) is provided on the school website . This is used to collect information required in order to evidence that a child qualifies against oversubscription Criterion 5. The SIF <u>must</u> be completed and submitted in accordance with the instructions, for admission to Reception Class only, in order for the oversubscription criterion to be applied to prioritise applications if necessary. In some cases, a member of the Admissions Authority, or an appointed agent, may need to contact the parent to discuss the information submitted on the SIF.
3.0	Key contact details
	<p>Trinity Church School Woodborough Lane, Radstock, Bath and North East Somerset, BA3 3DE</p> <p>Executive Head: Michelle Parsons School website: www.trinitychurchschool.com School Office: Email: office@trinity.mnsp.org.uk Telephone: 01761 438650</p>



Welton Primary School

PRIORITY A

- 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, in England.
or
- A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.

PRIORITY B [The 2 categories in this criterion will be given equal consideration].

- Children who live within a 1.5 mile radius* of the school and for whom there will be a sibling in attendance on the admission date at the preferred school.
- Children who live outside a 1.5 mile radius* of the school but it is their closest School and for whom there will be a sibling in attendance on the admission date at the preferred school.

PRIORITY C

- Children who attend the Nursery provision on the Welton Primary School site.

PRIORITY D

- Children who live closest to the school as measured in a direct line.

Additional Notes

To be considered under the above criteria parents must have named the school as a preference. Under the above criteria all preferences are considered equally. If a child qualifies for more than one school they will be offered their highest preference as stated on their application form.

** The 1.5 mile radius will be measured from the address point of a school as defined by the Local Land & Property Gazetteer (LLPG).*

In all cases, distances will be measured in a direct line from the address point of the child's home address to the address point of a school as defined by the Local Land & Property Gazetteer (LLPG). Measurements will be determined using the Local Authority's GIS computerised mapping system.

If under all the above criteria any single category resulted in oversubscription, those living closer to the preferred school would receive the higher priority. Where there is more than one applicant ranked equally according to the published admission criteria and there are insufficient places available to allocate all of the equally ranked applicants the place(s) will be allocated by random allocation.

CONTACT DETAILS:

Welton Primary School
Radstock Road
Midsomer Norton
BA3 2AG

Executive Head: John Snell
Head of School: Phil Lyle
School website: <http://www.weltonprimaryschool.co.uk/>
Email: office@welton.mnsp.org.uk
Telephone: 01761 413131



Westfield Primary School

Westfield Primary School provides an inclusive high quality education for all children, within a safe and enjoyable environment. The governors and staff promote care, respect and responsibility and expect high standards in all aspects of school life.

1. Looked after child

- a. 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, in England.

Or

- b. A 'previously looked after child' is a child who was looked after (in England), but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Trust Board to have been in state care outside of England care (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.

2. Children who have a sibling attending Westfield Primary School at the time of application, who will still be on roll at the time of admission and who lives at the same home address
3. Children who attend Westfield Nursery.
4. Children eligible to receive a Pupil Premium or Service Premium at the time of application
5. Children of permanent Staff who have been employed at Westfield Primary School on a permanent contract for at least two years prior to the submission of an admission application, or children of a newly appointed teacher, appointed to satisfy a demonstrable skills shortage
6. Children who live closest to the school as measured in a direct line.

Additional Notes

To be considered under the above criteria parents must have named the school as a preference. Under the above criteria all preferences are considered equally. If a child qualifies for more than one school they will be offered their highest preference as stated on their application form.

* The 1.5 mile radius will be measured from the address point of a school as defined by the Local Land & Property Gazetteer (LLPG).

In all cases, distances will be measured in a direct line from the address point of the child's home address to the address point of a school as defined by the Local Land & Property Gazetteer (LLPG). Measurements will be determined using the Local Authority's GIS computerised mapping system.

If under all the above criteria any single category resulted in oversubscription, those living closer to the preferred school would receive the higher priority. Where there is more than one applicant ranked equally according to the published admission criteria and there are insufficient places available to allocate all of the equally ranked applicants the place(s) will be allocated by random allocation.

CONTACT DETAILS:

Westfield Primary School
Longfellow Road
Radstock
BA3 3XX

Headteacher: Simon Mills
School website: <https://www.westfieldprimary.com/>
Email: office@westfield.mnsp.org.uk
Telephone: 01761 413662

Appendix A	Glossary and Definitions
Admission Authority	The body responsible for setting and applying a school's admission arrangements. For community or voluntary controlled schools, this body is the local authority unless it has agreed to delegate responsibility to the governing body. For foundation or voluntary aided schools, this body is the governing body of the school. For academies, this body is the Academy Trust
Admission Arrangements	The overall procedure, practices and oversubscription criteria used in deciding the allocation of school places including any device or means used to determine whether a school place is to be offered.
Published Admission Number (PAN)	The number of school places that the admission authority must offer in each relevant age group of a school for which it is the admission authority. Admission numbers are part of a school's Admission Arrangements.
Admission Limit	A non statutory limit applying to year groups other than the year(s) of entry which indicates the number of places to be offered, usually determined according to the level of resource available.
Common Application Form (CAF)	The form parents complete, listing their preferred choices of schools, and then submit to local authorities when applying for a school place for their child as part of the local coordination scheme, during the normal admissions round. Parents must be allowed to express a preference for a minimum of three schools on the relevant common application form as determined by their local authority. Local authorities may allow parents to express a higher number of preferences if they wish.
Composite prospectus	The prospectus that a local authority is required to publish by 12 th September in the offer year. This prospectus must include detailed admission arrangements of all maintained schools in the area (including admission numbers and catchment areas).
Coordinated Scheme	All local authorities are required to coordinate the normal admissions round for primary and secondary schools in their area. Schools can take in-year applications directly from parents, provided they notify their local authority of each application and its outcome. Each local authority must produce and publish a Coordinated Admissions Scheme.
Home Local Authority	A child's home local authority is the local authority in whose area the child resides.
In-year admission application	A school admission application submitted in connection with a place required at any time during the academic year. In most cases and where the local authority has chosen not to coordinate in-year applications, the application form will be submitted directly to the school concerned.
Maintaining Local Authority	The area in which a school is located is referred to as the maintaining local authority
National Offer Day	The day each year on which local authorities are required to send the offer of a school place to all parents of secondary age pupils in their area. For primary pupils, offers are sent out on or about 16th April and secondary on or about 1st March. The specific date will be published in the home local authority Composite Prospectus.
Offer Year	The school year immediately preceding the school year in which pupils are to be admitted to schools under the Admission Arrangements in question. This is the school year in which the offers of school places are communicated.
Oversubscription Criteria	This refers to the published criteria that an Admission Authority applies when a school has more applications than places available in order to decide which school has more applications than places available in order to decide which children will be allocated a place.
Reception Class	Defined by Section 142 of the SSFA 1998 as a class in which education is provided which is suitable for children aged five and any children who are under or over five years old whom it is expedient to educate with pupils of that age.
Relevant Age Group	The age group to which children are normally admitted. Each relevant age group must have admission arrangements, including an admission number. Some schools (for example schools with sixth form which admit children into the sixth form) may have more than one relevant age group.
School Year	The period beginning with the first school term to begin after July and ending with the beginning of the first such term to begin after the following July, as defined by Section 579 of the Education Act 1996.
The 'normal admissions round'	The period during which parents are invited to express a minimum of three preferences for a place at any state-funded school, in rank order on the common application form provided by their home local authority. This period usually follows publication of the local authority composite prospectus on 12 th September, with the deadlines for parental applications of 15th January for primary places and 31st October for secondary places , and subsequent offers made to parents on National Offer Day.