

Hannah Ball School

Admissions Policy for September 2023



Approved by: Full Governing Body

Date: Autumn 2022

Next review due by: Autumn 2023

Hannah Ball School is a Foundation School and the Governing Body is the Admissions Authority. Buckinghamshire Council, the local authority (LA), administers the admissions process on our behalf.

Subject to the criteria set out below the school will offer 30 full time Reception places in September. This will be judged on the basis of the initial allocation profile, and taking into account parents' preference to defer. Where the child is not of compulsory school age (the term after the child's fifth birthday) parents/carers may request that entry is either part time or delayed admission in which case they need to contact the Head teacher.

Places will be allocated by the Governing Body on the basis of applications received through the Buckinghamshire Council Admissions. This allows parents/carers to apply for entry to any Buckinghamshire primary school.

For September 2023 Reception entry, please visit: <https://www.buckinghamshire.gov.uk/schools-and-learning/schools-index/school-admissions/apply-for-a-primary-school-place/>

If there are more applications received than the places available at a school then the places will be allocated within the scheme in accordance with the published admission rules for the school.

Admission rules

All governing bodies are required by section 324 of the Education Act 1996 to admit to the school a child with a statement of special educational needs that names the school. These children will therefore be admitted prior to applying the admission rules.

1. A 'looked after child' (LAC) or a child who was previously looked (PLAC) after but immediately after being looked after became the subject of an adoption, residence or special guardianship order; Internationally Adopted Looked after Children (IAPLAC)
2. A child who is the subject of an adoption, residence or special guardianship order from abroad.

3. Children who have exceptional medical or social needs, which can only be met at that school, supported by written evidence from an appropriate professional person.
4. Children who are the dependents of permanent staff at Hannah Ball School. Staff must be employed by the school for at least a year and employed at the time of their child's entry.
5. Children living within the catchment area of the school and has a sibling in the school.
6. Children living within the catchment area of the school.

We regard the home address to be where the child spends the majority of their school week, Monday to Friday, including nights. Evidence of normal address is required and may take the form of a utilities bill or other official document confirming name and address.

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- 1 Siblings of children who will still be in attendance at Hannah Ball School on the date of admission. Sibling is a brother or sister, which for admission purposes means brothers and sisters of whole or half blood, or any other child (including an adopted child) who permanently resides at the same address and for whom the parent also has parental responsibility. To be included as a sibling within the admission rules the other child (sibling) should still be expected to be in attendance when the applicant child joins the school.
- 2 Any further places will be awarded according to the distance between the family's Normal Home Address and the school's nearest open entrance gate, offering the closest first. Straight line distances will be used for measuring home to school distances (The shortest route will be measured by the Buckinghamshire Council's Geographical Information System as described in the Buckinghamshire admissions booklet).
- 3 Where the school can take some, but not all, of the children who qualify under one of these rules, we will give priority to children by taking account of the next rule (or rules) in the numbered list to decide who has priority for places.
- 4 If it is still not possible to decide between two applicants who are equidistant then an independently scrutinised random allocation will be made to allocate the final place. An explanation of the method of making random allocations is on the council website at:

<https://www.buckinghamshire.gov.uk/schools-and-learning/schools-index/school-admissions/school-admissions-guides-policies-and-statistics/guide-to-starting-school-or-moving-up-to-junior-school/admission-rules/>

Admissions to Hannah Ball School at times other than Reception Entry

There are occasions when parents ask for admission to other year groups. In these instances the Governors have agreed that the child may be admitted provided that the addition of another child to the year group does not exceed the standard number for each year group.

However the school will work with the Local Authority with regard to the admission of vulnerable children under the terms of the County's Vulnerable Children policy. Selection is governed by the criteria above.

Once a Year Group is full, children will be placed on a waiting list in a priority order according to the criteria stipulated above. Priority orders are likely to change, subject to the criteria above, as new applications are made or individual circumstances change.

For in-year application, please visit:

<https://www.buckscc.gov.uk/services/education/school-admissions/changing-school-in-year/>

Multiple births – twins, triplets etc.

In cases where there is one remaining place and the next child on the waiting list is one of a twin, triplet or other multiple birth group then both twins (or all the siblings in the case of multiple births) will be admitted and whilst that child is in the class they will be an excepted pupil under the Schools Admissions (Infant Class Sizes) (England) Regulations 2012 which permit Key Stage 1 class sizes to exceed 30 following the admission of a twin for as long as necessary until a child leaves the class at which point the class size will remain at the lower figure.

If any parents wish to comment on the contents of this document they can do so by speaking to the school directly or by using the following e-mail address: office@hannahball.bucks.sch.uk

For further information please contact the School administrator at the school.

Contact details are as follows:

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