



**Lancot Challenger Academy**  
Lancot Drive, Dunstable, Bedfordshire, LU6 2AP  
**Head Teacher Miss C Probert**  
**Tel: 01582 667956**  
**Fax: 01582 477164**  
**E-mail: office@lancotschool.co.uk**  
**Website: www.lancotschool.co.uk**

## **ADMISSION POLICY 2021/22**

Lancot School is a Primary school, admitting children from Reception to Year 6. Children are admitted into Reception in the September following their fourth birthday. The current Standard Number per year group is 60 (Upper Key Stage Two – 90 combined). The following admission criteria will be applied for all admissions excluding those for the Nursery Unit.

### Admissions Criteria for September 2021

The Governing Body will apply the following criteria (in the rank order shown) to decide the order in which places will be allocated when there are more requests from parents/carers than the number of places available.

1. Looked after children and previously looked after children including those that appear to the school to have been in state care outside of England and ceased to be so as a result of being adopted.
2. Pupils living in the catchment area with siblings at the Academy.
3. Other pupils living in the catchment area.
4. Other siblings.
5. Any other children.

### **Notes**

1. If applying these criteria results in there being more children with an equal right to admission to the Academy than the number of available places, the tie break will be the distance the pupil lives from the Academy, measured in a straight line from the address point of the pupil's home to a pre-determined point on the school site, using the Local Authority's computerised measuring system, with those living closer to the Academy receiving the higher priority. In the event of (a) two or more children living at the same address point (e.g. children resident in a block of flats) or (b) two addresses measuring the same distance from the school, the ultimate tie-breaker will be random selection, using the Local Authority's Tribal Admissions database to allocate the place.
2. The Local Authority will normally offer a place at the catchment area school or Academy if parents apply for a place at that school or Academy during the normal admissions round. However, a place at the catchment area school or Academy cannot be guaranteed. If a pupil moves into the catchment area outside the normal admissions round (or after the allocation process has begun) it may be more difficult to offer a place at the catchment area school or Academy if this would mean exceeding the admission number at the school or Academy. In this case, a place will normally be offered at the next nearest school or Academy which caters for pupils of the same age and has places available.
3. Pupils who have a Statement of Special Educational Needs or Education, Health and Care Plan are required to be admitted to the school or Academy which is named on the statement, even if they are full. Pupils identified for admission through the Fair Access Protocol will also be admitted even if the school is full.

### **Definitions**

#### 'Looked after' children

A 'looked after' child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see Section 22(1) of the Children Act 1989).

#### Previously 'looked after' children

A previously 'looked after' child is one who immediately after being 'looked after' became subject to an adoption, residence, or special guardianship order. An 'adoption order' is an order under section 46 of the Adoption and Children Act 2002. A 'residence order' is an order settling the arrangements to be made as to the person with whom the child is to live under

section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole or main purpose is to benefit society.

A parent/carer will need to provide sufficient evidence of the child's previously looked after status; e.g.

- Adoption order or adoption birth certificate
- Residence order
- Special guardianship order

### Sibling

A sibling refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister or the child of the parent / carer's partner, and in every case, the child should be living at the same address. The sibling must be in the Academy at the time of application and be likely to remain in the Academy at the proposed date of admission.

### Home Address

A pupil's home address will be regarded as the address of the parent / carer with parental responsibility with whom the child normally lives. This will not usually include grandparents, aunts or uncles. Where a child spends time with parents / carers at more than one address, the address used to allocate a school place will be the one at which the pupil is ordinarily resident and where the child spends the majority of the school week (Mondays to Fridays) including nights. If there is any query on the home address this will be checked against original official documentation e.g. council tax bill, a recent utility bill (gas, electricity or water), a rental agreement, child benefit annual statement or family tax credit information.

### Appeals/Waiting Lists

Parents of pupils not offered a place at the school will have the right of appeal to an independent Admissions Appeal Panel. Any child refused a place at the school will be placed on a waiting list which will be prioritised according to the admissions criteria. Waiting lists for the normal year of entry will be maintained until the end of the academic year.

### In-Year Admissions

Requests for admission into other year groups should be made on the in-Year application form and submitted to the School Admissions Team at Central Bedfordshire Council.

### Delayed admission for summer born children\*

Parents have the right to request their summer born child's admission to Reception Year in the September following their fifth birthday however parents/carers do not have the right to insist that their child is admitted to a particular age group, a decision will be made by the academy trust in consultation with the Principal.

Parents/carers need to make their request in writing, separately from the CAF, directly to the Academy Trust via the Principal. The request should include the parents'/carers' reasons for the request, information regarding the child's academic, social and emotional development including any supporting evidence the parent deems relevant; where relevant, their medical history and the views of a medical professional and if applicable, details if the child was born prematurely including whether they would have been in a lower age group had they been born on their due date.

The academy trust, along with the Principal, will then consider the request, making their decision on the basis of the circumstances of each case and in the best interests of the child in accordance with the School Admissions Code. Once determined, the decision will be communicated by the academy to the parent(s)/carer(s) in writing and will include the reasons for the decision.

If a request is granted, the parent will need to make an application as part of next year's normal admission round and this will be processed within the normal allocation process. A place is never guaranteed at the academy and in the case of oversubscription, places are offered in accordance with the academy's oversubscription criteria. In short it would be delaying the application rather than an offer of a place.

\*a summer born child is one born between 1<sup>st</sup> April and 31<sup>st</sup> August.