



## Admissions Policy 2023/2024

Hillsgrove Primary School is part of the Amadeus Primary Academy Trust. The Governing Body is responsible for decisions on admissions to the school.

Children born from 1 September 2018 to 31 August 2019 will be admitted to Reception classes in September 2023/24. The number of Reception places for the academic year 2023/2024 will be 60.

The school will admit pupils with an Education, Health and Care Plan naming the school, where the school has agreed that it can meet the child's needs.

There will be one admission date for all reception children in September 2023.

Where there are fewer applicants than the number of places, all will be admitted. Where there are more applicants than places available, the school will apply the following oversubscription criteria, in this order:

1. Children in public care (looked after children) or children who were previously in public care immediately before being adopted or subject to a child arrangements order or special guardianship order.
2. Children with a medical need that makes it essential for the child to attend Hillsgrove Primary School. Evidence of the medical condition must be submitted at the time of application. An opinion may be sought from a medical adviser before a place is awarded.
3. Siblings of children who will be attending Hillsgrove Primary School at the time the child is due for admission to the school. This priority does not include brothers or sisters due to transfer to secondary school in the next academic year. For this priority, brother or sister includes a full brother or sister, adopted brother or sister, or step/ half brother or sister living at the same address. Where in an allocation of places, children who are twin, triplets or from other multiple births would qualify for fewer places than the number of children, all will be treated as siblings and therefore accorded the sibling priority.
4. Children whose parent or sibling has a medical condition, or where there are significant social or domestic circumstances, that would result in significant hardship if the child did not attend Hillsgrove Primary School. Evidence must be submitted at the time of application. An opinion may be sought from a medical adviser or other professional before a place is awarded.
5. Children living closest to the school, based on the distance measured as a straight line from the home address to the nearest pupil entrance. Measurements will be provided by the London Borough of Bexley in accordance with its home to school distance measuring policy.



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Home will be taken as the address at which the child lives with the parent or legal guardian who is also the main carer, defined as the parent eligible to receive child benefit and child tax credit, at the time of application.

A waiting list will be kept by the Governors of applicants who are refused admission due to oversubscription. When places become available, they will be offered in the sequence of the criteria above. The waiting list will be kept until the start of the autumn term 2023.

Parents have the right to appeal against any refusal by the Governors to admit their child. Details of the appeals procedure can be obtained by contacting the school office.

### **Admission outside the normal age group**

Parents of a summer born child who choose not to send their child to school until the September following their 5th birthday may request that the school considers them to be admitted out of their normal age group – to Reception rather than Year 1.

Parents should submit their application for their child's normal age group at the usual time and include their request for the school to consider their child's admission out of the normal age group at the same time. Any available supporting evidence such as medical reports or other professional evidence should be provided in order to assist the Governors with their decision. Parents will be informed of the outcome of their request before the national offer day.

If the parents' request is agreed, their application for the normal age group will be withdrawn and parents must make a new application as part of the main admissions round the following year.

If the parents' request is refused, they must decide whether to accept an offer for the normal age group, or refuse it and make an in-year application to Year 1 for the September following their child's 5th birthday.

Requests for admission to other year groups outside the normal age group should be made direct to the school.