Redhill Primary Academy

Rules of Admission

Determined Admissions Arrangements for Admission September 2026

Signed



Mr D Carroll, Interim Chair of the Local Governing Board

Introduction

Our Local Governing Body applies the regulations on admissions fairly and equally to all those who wish to attend this Academy. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This was later revised in the Education Act of 2002. The Rules of Admission document conforms to the regulations that are set out in that Act and are further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice. These were revised in September 2021.

Aims

We seek to be an inclusive school, welcoming children from all backgrounds and abilities as well as those children with disabilities.

All applications will be treated on merit and in a sensitive manner.

The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible due to excess demand for the places available.

A child's level of ability is irrelevant to the rules of admission as are any special needs the child may have.

Governors have agreed that the Planned Admission Number (PAN) for Redhill Primary Academy is 60.

How parents can apply for their child to be admitted to the Academy

Our school is an Academy, and it determines the admission arrangements in agreement with the LA. The Academy is its own admissions authority and publishes its entry regulations every year on the academy website.

The LA'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. Parents can apply online at www.telford.gov.uk during September/October of the year prior to entry and should be completed by the date stipulated online – usually January of the year of entry. The LA will notify parents of places allocated in March/April of the following year.

In Telford and Wrekin, there is one admission date for reception intake per year – September.

Parents can apply for In Year Admissions at any point within the academic year through https://www.telford.gov.uk/schools-and-learning/school-admissions/in-year-admissions/

If parents wish to delay a child's entry to Reception and they reside in Telford and Wrekin, they must apply for a school place through the normal admission procedures and submit an application form by the admission round closing date. Any request to delay entry must be made in writing to the Admissions Team by December 31st.

For other year groups, to request admission for a child outside the normal age group, parents need to contact the admissions team and complete an application form for their child's normal year of admission, just in case the deferral request is not approved. In addition to the standard application, parents should also make a separate request for admission outside the normal age group. This

request should be made before the deadline for the normal admissions round for the child's usual year of entry.

Requests for admission outside the normal age group will require permission from the Headteacher and the Governing Board of the School.

Parents considering a request to delay entry need to be aware of:

- Oversubscription Criteria: If a school is oversubscribed, requests for admission outside the normal age group will be considered alongside other applications, based on the school's oversubscription criteria.
- No Guarantee of Place: There is no guarantee that a child will be admitted to their preferred year group, even if their request for admission outside the normal age group is approved.
- Parental Appeals: If a parent is refused a place at a school, they have the right of appeal to an independent admission appeal panel. However, if a child is offered a place at the school but not in the preferred year group, parents do not have a right of appeal but can make a complaint.

Determined Admission Arrangements for 2026/27 in accordance with the school admission code 2021.

Children with an **Education, Health and Care Plan** which names the Academy will be allocated places.

Those children who are or were previously looked after by Telford & Wrekin or any other local authority. A **'looked after child'**, or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. Children previously in state care outside of England and have ceased to be in state care as a result of being adopted. All these children are known as children in care and will be offered places.

In the case of oversubscription, children who live in the Academy's defined **catchment area**, and who live closest to the Academy, measured by straight line from the pupil's home (front door) to the Academy main office entrance point, will be offered places in this order:

1. Pupils living in the identified catchment area who, on the day of admission, will have a brother(s), sister(s), stepbrother(s), stepsister(s), half-brother(s) or half-sister(s) living as a family at the same address and who attend the Academy.

2. Pupils who have a parent employed within Redhill Primary Academy, for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post at the academy for which there is a demonstrable skill shortage.

3. Pupils living within the identified catchment area.

Any places which remain available, will then be allocated to applicants from outside the Academy's defined catchment area, as measured by a straight line from the pupil's home (front door) to the Academy main office entrance point, in this order:

4. Pupils living out of the catchment area who, on the day of admission, will have a brother(s), sister(s), stepbrother(s), stepsister(s), half-brother(s) or half-sister(s) living as a family at the same address and who attend the Academy.

5. Pupils living out of the catchment area and who live closest to the Academy, measured by straight line from the pupil's home (front door) to the Academy main office entrance point.

Tie Breaker

Where two applications cannot otherwise be separated, the place will be offered on the basis of random allocation by drawing lots supervised by an independent observer.

Admission Appeals – for entry during the academic year

If we do not offer a child a place at the Academy, this will be because to do so would prejudice the education of other children by allowing the number of children in the Academy to increase too much.

If parents wish to appeal against a decision to refuse entry, they can do so by applying to Redhill Primary Academy, by completing the appeal form which is available on the website. An independent panel considers all such appeals, and its decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to whom we have refused a place, then we will accept this decision and continue to do all we can to provide the best education for all the children at the Academy. (Further details of appeal arrangements are set out in the revised Code of Practice on School Admissions Appeals which came into force in September 2004).

The Planned Admission Number

The 'planned admission number' is the number of children the LA considers the Academy can accommodate. Governors have agreed to set the Redhill Primary Academy's admission number at 60 for each year group. We keep this number under review and the Governors will apply to change the number if circumstances change.

Foundation and Key Stage One

We teach Foundation Stage and Key Stage One children (aged four to seven) in classes that have a maximum number of 30 children.

Key Stage Two

We teach Key Stage Two children (aged seven to eleven) in classes that have a maximum number of 30 children.

Monitoring and Review

This Rules of Admission document will be monitored by the Local Governing Board and reviewed annually in the light of any changed circumstances, either in the Academy or in the local area.