

THE GATEWAY PRIMARY ACADEMY

ADMISSION ARRANGEMENTS

2027 – 2028

The Gateway Primary Academy is an Academy and so the Governing Body is the Admissions Authority. However, the Governors will comply with national admissions legislation and work in co-operation with Kent County Council in order to operate within the Local Authority's coordinated admissions scheme. The Gateway Primary Academy has one intake per year and below we outline our proposed admissions procedures for 2027/2028.

Our proposed published admission number (PAN) is 30.

Children with an **Education, Health and Care Plan (EHCP)** that names Gateway Primary Academy will be admitted **before the oversubscription criteria are applied**. These admissions are made **outside the PAN**.

If the number of applications exceeds the PAN, places will be allocated in the following order. Within each criterion, priority will be given according to straight-line distance (nearest first):

Our proposed over-subscription criteria are set out below and each criterion will be ranked in distance order:

1. Looked After Children and Previously Looked After Children

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 at the time of making an application.

A Previously Looked After Child includes those who were adopted (or placed under child arrangements orders or special guardianship orders) immediately following being looked after, and children who appear to the Admissions Authority to have been in state care outside England and were adopted.

2. Current Family Association

A brother or sister (sibling) attending The Gateway Primary Academy at the time of entry, where the family continue to live at the same address as when

the sibling was admitted, or if they have moved, live within 2 miles of the school or have moved closer to the school.

Siblings include natural, adopted, step- and foster siblings living as part of the same household.

3. Health, Social and Special Access Reasons

Medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstratable and significant need to attend The Gateway Primary Academy. Equally this priority will apply to children whose parents/guardians physical or mental or social needs means that they have a demonstratable and significant need to attend this particular Academy. Such claims will need to be supported by written evidence from a suitable qualified medical or other practitioner who can demonstrate a special connection between these needs and The Gateway Primary Academy.

4. Children of Staff at the School – where;

- a. The member of staff has been employed at the school for two or more years at the time of application; and/or
- b. The member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage.

5. Nearness of Children's Homes to School

We use the distance between the child's permanent home address (defined in KCC's annual admissions prospectus) and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. When we apply the distance criterion for the school, these straight-line measurements are used to determine how close each applicant's address is to the school. Where applications are made from properties or abodes that are not registered to the NLPG, including new build properties, KCC may be required to use planning sites or other relevant co-ordinates. In exceptional circumstances where alternative co-ordinates are not available, measurements will be

determined by a Senior Admissions Officer and confirmed by Head of Service.

Withdrawal of an Offer

A place may be withdrawn if:

1. A parent fails to respond within a reasonable time;
2. A parent fails to notify significant changes;
3. The offer was obtained through fraudulent or misleading information.

Applications

Applications for The Gateway Primary Academy must be made via the child's home Local Authority using the Reception Common Application Form (RCAF).

Tie Breaker

In a tie breaker situation the nearness of an applicant's home to school will be the decider. If in the event more than one applicant has the same distance from home to school (as measured by the local authority), then a random selection will be applied.

Requests for admission outside their expected year group

Parents are entitled to request a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, parents of a summer born child may choose not to send that child to school until September following their fifth birthday and may request that they are admitted out of their normal age group - to Reception rather than Year 1. The term summer born children relates to all children born from 1 April to 31 August. These children reach compulsory school age on 31 August following their fifth birthday (or on their fifth birthday if it falls on 31 August).

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 6.2. 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. Although parents have a statutory right to appeal against the refusal of a place at a school for which they have applied, this right does not apply if they are offered a place at the school, but it is not in their preferred age group.

Admission of Children Below Compulsory School Age and Deferred Entry

- a) Parents have the right for the date their child is admitted to school to be deferred until later in the academic year or until the term in which the child reaches compulsory school age and not beyond the beginning of the final term of the school year the offer was made for.
- b) Children born between the 1 April and 31 August (also known as "summer born") must start school at the beginning of the April term if they wish to keep their offer.
- c) Where parents wish for their summer born child to defer entry until the start of Year 1, they must refuse their offered place, which may be offered to a different child, and then reapply through the In Year Admissions process. Application should be made during the last month of Reception Year.
- d) Parents have the right for their child to take up the place part-time until their child reaches compulsory school age.

Waiting List for Reception Places

After the initial allocation of places in April 2027, parents whose children were not allocated a place may be put on a waiting list. The waiting list is kept in over- subscription order. The child will remain on the waiting list until parents/carers request the child be removed from the list or until the end of August 2028 whichever is the sooner.

In-Year Casual Admissions

Applications must be made on the In-Year Casual Application Form (IYCAF). The school maintains an in-year waiting list. Parents must respond to correspondence or risk removal from the list. Kent LA will be informed of all outcomes.