

Southborough Primary School Oversubscription Admission Criteria

Where the school is oversubscribed places will be offered in line with the admission criteria outlined below:

(i) Child Looked after (CLA) or previously Looked after (see note 1).

(ii) In exceptional circumstances there is discretion to admit children on the grounds of their or their family's acute medical or social need for that particular school and who would not otherwise qualify for admission. The application must be supported by a letter from a hospital consultant, the special support service, social worker or similar professional, setting out the reasons why the school is the only one to meet the child's needs, before an admission decision is made. Applications received without supporting documents will not be considered by the panel. The admission decision will be considered in consultation with teaching and medical professionals. Medical professionals provide advice on applications made under medical conditions and teaching professionals advise on applications made for social or special reasons. Supporting evidence must be provided by the closing date for applications as this criterion is only for admission to reception and will refer to 1st preference only.

(iii) Siblings - Children who will still have a brother or sister at the preferred school at the beginning of their first term (see note 2).

(iv) Proximity – proximity as measured in a straight line from the home address to the main entrance of the school (see note 3 and 4).

Notes:

1. **'Child looked after'** definition: a) A child looked after is a child who is (a) in the care of a local authority, or being provided with accommodation by a local authority in the exercise of their social services functions. These children must still be "looked after" when the child starts school unless (b) applies. b) or a child who was previously looked after and immediately after being looked after became subject to an adoption, residence, or special guardianship order.

2. **'Sibling'** refers to 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 must be registered as living in the same family unit at the same address. The elder sibling must still be on roll at the school when the younger child starts school.

3. **'Home'** being where the child normally resides as their only or principal residence. Addresses involved in child minding (professional or relatives) will not be considered. Parents will be asked to provide documentary evidence to confirm an address and parental responsibility. It is expected that the applicant and pupil will still be resident at the same address when the child starts school unless exceptional circumstances apply. Places may be withdrawn if the family move out of the proximity area covered by the school.

4. **'Distance'** will be measured (in a straight line) from the child's home address (including flats) to the main entrance of the school building, using the Local Authority's computerised

measuring system that identifies the unique national grid reference (Easting and Northing) for the property. Those living closer to the school receiving the higher priority. The furthest distance reached is checked to confirm it is unique. Where the next applicant measures the same, the system will go to further decimal places within a measurement to qualify who is nearer. Where applications are received from flats that have the same "easting and northing" measurements, places will be allocated by door number; the lower the number the higher the priority. If there are two identical distance measurements for different addresses of separate applicants, the tiebreak will be done by drawing lots.