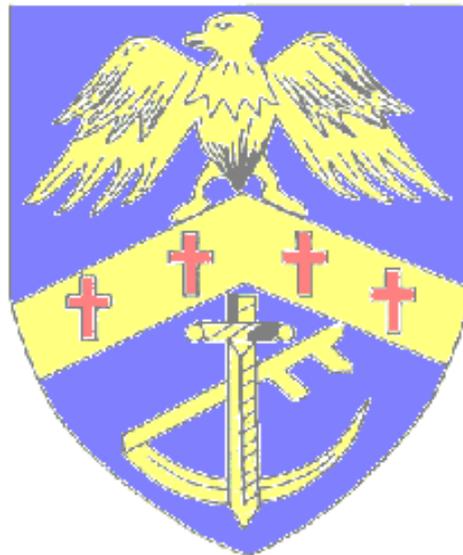


SUNNYMEDE JUNIOR SCHOOL

Learning for a Better Tomorrow

Admissions Policy 2023-2024



Review frequency: Annually

Ratified: December 2021

Next review: December 2022

Status: Statutory

To be formally consulted on at least every 7 years

Last formal consultation November 2020

Headteacher's signature	Chair of Governor's signature
	<i>M. Thomas</i> <i>K. Bleakley</i>

Parents who wish their children to attend Sunnymede Junior School must apply in accordance with the co-ordinated admission arrangements published by Essex County Council in the 'Primary Education in Essex 2023/2024' booklet. Applications for a place at the school will be handled in accordance with the co-ordinated arrangements set out in the booklet.

Pupils will be admitted to the school without reference to ability or aptitude.

The published number to admit in each year group is 64.

Where a child has an Education Health Care Plan and Sunnymede Junior School is the named school, then the child will be admitted.

There is no guarantee of a place for children living in the priority admission area or with a sibling attending Sunnymede Infant School or already attending Sunnymede Junior School.

OVER-SUBSCRIPTION CRITERIA

Where applications exceed the number of places available, and a formal application has been made, the following criteria will be applied in the order given, to decide which children to admit:

1. Looked After Children* and previously Looked After Children
2. children attending Sunnymede Infant school
3. Children living in the priority admission area with a sibling** attending Sunnymede Junior School or Sunnymede Infant school at the time of entry
4. Other children living in the priority admission area
5. Children living in the geographical area of Billericay (as defined on the map available at the school) with a sibling attending the school or partner infant school at the time of entry
6. Other children living in the geographical area of Billericay (as defined)
7. Children living outside the geographical area of Billericay (as defined) with a sibling attending the school or Sunnymede Infant school at the time of entry
8. Remaining applications

Proof of address and residence will be required.

*** LA Looked After Children definition:**

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 will be given first priority in oversubscription criteria ahead of all other applicants in accordance with the School Admissions Code 2021. This also includes those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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 (as defined in Section 22(1) of the Children Act 1989)

****LA Sibling definition:**

For applications made in the normal admission round: a relevant sibling is a child who has a brother, sister, adopted brother or sister or stepbrother or stepsister living in the same family unit, in the same family household and address, who attends the preferred school or partner school in any year group **excluding Year 6**. Biological and adopted siblings who attend the preferred school in any year group **excluding Year 6** will also be treated as siblings irrespective of place of

residence. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

For mid-year applications, the only variation to the definition above is the child should be attending, or has been offered a place at, the preferred school at the time of application and determination and with a reasonable expectation that the sibling will be attending at the time of admission. Biological siblings who attend the preferred school will be treated as siblings irrespective of their place of residence.

OVERSUBSCRIPTION

In the event of oversubscription within any of the above criteria, priority will be determined by **straight line distance from home to school** with those living closest being given highest priority. Straight line distances will be calculated using address point data on a computerised Geographical Information System (GIS).

EXCEPTIONAL MEDICAL CIRCUMSTANCES

Exceptional medical reasons may override other admission criteria if supported by robust medical evidence. Details can be found in the most recent version of the *Primary Education in Essex 2023/2024 booklet*.

YEAR 3 ADMISSIONS

Where a parent of a pupil from Sunnymede Infant School intends for their child to transfer to Sunnymede Junior School, they must apply for a Junior School place via Essex County Council school admissions. Applications are invited on-line via www.essex.gov.uk/admissions and must arrive by the closing date stated in the Primary Education in Essex 2023/2024 booklet.

It is the responsibility of parents to apply for a school place at the correct times. Parents and carers do not receive any letters from Essex County Council to inform them that they must apply for their child's Year 3 school place at Sunnymede Junior School. The closing date for applications is that published by the Local Authority in the Primary Education in Essex booklet.

Application opening, closing and offer dates are as published by the local authority.

Application for admission into Year 3 for pupils not in attendance at Sunnymede Infant School must be made on the Primary Schools Common Admission Form and sent to Essex County Council to arrive by the closing date stated in the Primary Education in Essex booklet.

LATE APPLICATIONS

Applications for Year 3 places received after the published closing date will be handled in accordance with the co-ordinated admissions scheme operated by the Local Authority and published in the Primary Education in Essex booklet.

WAITING LIST

In accordance with the co-ordinated admissions scheme published by Essex County Council, in the event of oversubscription for applications for Year 3, the Local Authority will hold a waiting list for Year 3 applicants until the last day of August, when they will pass it to the school. Thereafter, the School will maintain the waiting list until the end of the academic year. Applications made for a Year 3 place from 1st September will be considered as a mid-year admission and applications should be made directly to the Sunnymede Junior School, as set out below.

ANY OTHER ADMISSIONS (YEARS 4,5 and 6 and Y3 admissions outside the normal admissions round)

An application can be made for a place for a child at any time outside the normal Y3 admission round and the child will be admitted where there are available places.

Applications must be made directly to the school by emailing Miss L King at admin@sunnymede-jun.essex.sch.uk or contacting the school on 01277 651364. You will be given information on how to apply using the school's mid-year application form.

Where there are places available but more applications than places at any one time, the published oversubscription criteria, as set out in this policy, will be applied. If there are no places available, you may request that your child is added to our waiting list. Waiting lists will be maintained in priority order of the admissions criteria set out in this policy.

You will be advised by the school of the outcome of an application in writing, and you have the right of appeal to an independent appeal panel.

A child should not be withdrawn from their current school until a place has been secured elsewhere. You are strongly advised to check availability of places in the required year group for your child prior to application.

APPEALS

If, due to over subscription, the School is unable to offer a place to a child, the parents/ carers will have the right to appeal to an Independent Statutory Appeals Panel. Details of how to make an appeal are available on <https://www.essex.gov.uk/after-your-school-offer>

VISITS TO THE SCHOOL

Informal visits to the school to view facilities and discuss your child's education are welcomed.