



Admissions Policy

Date: September 2017

Review Date: September 2018

Durand Academy aims for the highest standards in academic achievement, care of the children and behaviour.

The Published Admission Number for the Reception Year (Year R) intake in September 2017 is 125.

All applications will be considered equally. If the Academy receives fewer applications than the Published Admission Number, then all applicants will be offered admission.

If the Academy receives more applications than the Published Admission Number, the Academy will admit applicants solely using the over-subscription criteria below, once all children with a Statement of Special Educational Needs or an Education, Health and Care Plan in which the Academy is named have been admitted.

Over-subscription Criteria

After children with a Statement of Special Educational Needs or an Education, Health and Care Plan in which the Academy is named have been admitted, places will be allocated by applying the following criteria in the order set out below:

1. Looked after children or previously looked after children (see Note 1).
2. Children who have a sibling at the Academy or a sibling who is due to be a pupil at the Academy at the proposed date of admission of the applicant (see Note 2).
3. Children who live nearest to the Academy (see Note 3 and Note 4).

The above over-subscription criteria also apply for admission to the Durand Nursery.

Tie-break

If the number of applicants within any of the above over-subscription criteria exceeds the number of places at the Academy, places will be offered in any over-subscription criterion according to the distance of the child's home from the Academy and those living closer to the Academy will be offered places before those living further away (see Note 3 and Note 4).

In the event of a tie after all other over-subscription criteria have been applied, the final place will be allocated using random allocation. Where random allocation is used to determine admission in these circumstances, the use of random allocation will be supervised by a person appointed by the Academy but who is independent of it.

Notes:

1. 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 (see the definition in section 22(1) of the Children Act 1989). A “previously looked after child” is a child who was looked after, but immediately after being looked after, became subject to an adoption, residence / child arrangement order or special guardianship order. An ‘adoption order’ is an order under section 46 of the Adoption and Children Act 2002, a ‘residence /child arrangement order’ is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989 and a ‘special guardianship order’ is defined under section 14A of the Children Act 1989 as an order appointing one or more individuals to be a child’s special guardian (or special guardians).
2. “Sibling” includes brothers and sisters, adopted brothers and sisters, half brothers and sisters, step brothers and sisters, fostered brothers and sisters living permanently at the same address as the applicant. It does not include cousins or other relatives.
 3. The distance of a child’s home from the Academy will be measured in a straight line from the front door of the child’s home address to the main entrance of the Academy, using the local authority’s computerised mapping system.
 4. “Home” means the place where the child lives with his / her parents or carers. If a child lives at more than one address because the parents have shared responsibility, the child’s home will be determined using a joint declaration form from the parents stating the pattern of residence. For the purposes of this Admissions Policy, the child’s home will be the address where the child spends most nights during the school week. If the child’s residence is split equally between both parents, the parent will be asked by the Academy to determine which is the child’s home for the purpose of admission to the Academy. The child’s home does not include the home of grand-parents or aunt / uncles unless the families live close together in a stable long-term arrangement. Proof of residence is required before the offer of a place is confirmed.
 5. Where a single place remains available at the Academy and the application being considered is for multiple birth children, the Academy will allocate above its Published Admissions Number to admit each child.
 6. The Academy will take such action as is available to it if the information provided to it is found to be fraudulent or misleading. This may include withdrawing the child’s place at the school. Parents / carers should therefore provide full and accurate information and notify the Academy of any change of address or circumstances.
 7. Unsuccessful applicants will be placed on a waiting list and if a place becomes available at the Academy it will be offered to the child in the first position on the waiting list who best meets the published admission criteria of the Academy. Where a child is offered a place from the Academy’s waiting list and there is a need to invoke random allocation to do so in a tie-break situation contemplated by this note, a fresh round of random allocation will be undertaken on each such occasion.
 8. Unsuccessful applicants wishing to appeal against any decision may do so by writing to the Academy within 20 days of receiving notice of the refusal of the child’s place at the Academy.
 9. Please note that where an applicant is offered a place at the Academy, that child will normally take a fulltime place at the Academy in the September following their fourth birthday. However, in accordance with the law, a child is not required to start school until the term following their fifth birthday. Parents can therefore request to defer their child’s entry to the Academy until later in the



school year, where the child has been offered a place at the Academy to start before they are of compulsory school age. However, entry cannot be deferred beyond the beginning of the term after the child's fifth birthday, nor beyond the final school term in the academic year for which the original application was accepted by the Academy. If they wish to, parents can also request for their child to attend the Academy part-time until later in the school year but not beyond the point where their child reaches compulsory school age.