

## **Admission Arrangements for the Academic Year 2022/2023**

Delce Academy will admit children into Y3 in our Key Stage Two provision in the academic year following their seventh birthday.

The planned admission number for the school is 90.

### **Oversubscription Criteria**

Following receipt of parental preferences, places will be offered to those children with statements of special educational needs where Delce Academy is named. Then, if the number of requests received via the co-ordinated scheme is more than the number of places available, places will be allocated in the following priority order:

1. Looked after children and all previously looked after children, including those children who appear to Delce Academy to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Children with a sibling-living at the same address- who is already attending the school at the time of the child's admission. Sibling means a full, half, step, adopted or foster brother or sister. This does not include siblings who attend a school's nursery provision.
3. Children with an acute medical or social need for a particular school. This may also apply to an immediate family member. The application must be supported by a letter written by a professional such as a qualified medical practitioner, setting out the reasons why the school is the only one that can meet the child's needs and the implications for the child if they are not offered a place at the school. Work commitments and childcare arrangements are not considered as being an acute medical or social need.
4. Multiple birth children where Delce Academy is the nearest school to the child's home.
5. Nearness of children's home measured using Medway Council's criteria. Where criteria involves measuring distance to a child's home, the LA's procedures for ascertaining the shortest available safe route between home and the academy will be used.

In the event of a tie within any criterion, before the last criterion, places will be allocated to those living the closest distance to the school as mentioned above.

### **Casual Admissions**

Applications for year groups other than the normal point of entry, should be made directly to the school. For applications new to the area, a Casual Admissions form should be completed, available from the school or downloaded from the website, and must be returned to the school office.

- Parents can apply for a casual admission at any time during the school year.
- If no places are available at the time of application, a waiting list will be maintained. Names are kept in priority order according to the oversubscription criteria and not according to how long a child's name has been on the list.
- Any place that becomes available will be offered to a child at the top of the list.
- All vacancies will be allocated as they arise.

**Casual Admissions when transferring schools without moving home**

If a parent wishes to transfer their child from another school without moving home, the Headteacher will contact the child's current school to ascertain the situation so that our school is able to offer the correct support should the child be offered a place.

**Waiting Lists**

The school operates a waiting list for each year group. If applications for places exceed the number of places available, a waiting list will operate until the end of the school year. This will be maintained by the school and parents may ask for their child's name to be placed on the waiting list following an unsuccessful application.

A child's position on the waiting list will be determined solely in accordance with the over subscription criteria set out above. Where places become vacant students on the waiting list will be contacted in accordance with the over subscription criteria.

**Appeals**

Parents/carers have the right to appeal if a place is not offered to their child. Appeals will be handled in line with the School Admissions Appeals Code and the Governing Bodies policy on admission appeals.