



# Admissions Policy

## Pikemere School

### 2025-2026

The Admission Policy in respect of Pikemere School has been discussed and adopted by the Governing Board

Chair of Governing Board:

Mrs. K Hulson

Headteacher:

Mr. A Hughes

Agreed and ratified by the Governing Board on: 28<sup>th</sup> February 2024

Policy Review Date: Autumn 2024 for Admissions for September 2026

# Pikemere Policy on Admissions 2025-26

## 1 Introduction

The Admissions Authority for Pikemere School is Chancery Multi Academy Trust, however the school also continues to follow the Admissions guidelines set down by Cheshire East Council. In accordance with the Scheme of Delegation, the Trust has delegated authority for school admissions to a panel of the Local Governing Board.

The Local Governing Board at Pikemere School applies the regulations on admissions fairly and equally to all those who wish to attend this school. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This was later revised in the Education Act of 2002 and these have been now been superseded by the School Admissions Code 2014, School Admissions Appeals Code 2012 and School Admissions Code 2021.

## 2 Aims and objectives

- 2.1 Pikemere School seeks to be an inclusive school, welcoming children from all backgrounds and abilities in line with our Equal Opportunities and Inclusion Policies.
- 2.2 All applications will be treated on merit, and in a sensitive manner.
- 2.3 The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents and carers to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available.
- 2.4 A child's level of ability is irrelevant to the admissions policy at Pikemere; however, Government guidelines require that children with an Educational Health Care Plan, Previously Cared for and Cared For children do have priority status.

*All schools **must** have oversubscription criteria for each 'relevant age group' and the highest priority **must** be given, unless otherwise provided in this Code, to looked after children and all previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order). Further details can be found at <https://www.gov.uk/government/publications/school-admissions-code--2>*

## 3 How parents and carers can apply for their child to be admitted to our school

- 3.1 Pikemere School is an Academy, and it determines the admission arrangements in agreement with the local authority (LA) with the exception of FS1 which is organised through the school office. The Admissions Authority for our school is therefore the Local Governing Board, which publishes its entry regulations every year. Parents and carers can receive a copy of this policy directly from the school.
- 3.2 The LA's annual admissions prospectus informs parents and carers how to apply for a place at the school of their choice from Reception to Year 6 (not FS1). Parents and carers have a right to express their preference, but this does not, in itself, guarantee a place at that particular school. Applications should be made via the internet or on a form that can be obtained from the local Education Department, and should be returned by the date stipulated on that form. The Local Authority will notify parents and carers of the offer decision on the published offer date, as shown on their website. *For admissions to FS1 parents/carers must apply to the school and will be notified through the school.*

- 3.3 Children in the Cheshire East Authority enter school at the start of the academic year in which they become five. There is one admission date per year, early in September (i.e. when the autumn term begins). Therefore, parents and carers who would like their child to be admitted to this school during the year their child is five should ensure that they return the necessary application form by the closing date, as published on the local authority's website.

#### **4 Admission appeals**

- 4.1 If we do not offer a child a place at Pikemere School, it will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase above a level that is either not productive or safe.
- 4.2 If parents and carers wish to appeal against a decision to refuse entry, they can do so by applying to the Chair of the Local Governing Board. An independent panel considers all such appeals in the case of school age children, and its decision is binding for all parties concerned. If the appeals panel decides that we should admit a child to whom we had refused a place, then we will accept this decision and continue to do all we can to provide the best education for all the children at our school. (Further details of appeal arrangements are set out in the revised Code of Practice on School Admissions Appeals, which came into force on 1<sup>st</sup> October 2022).
- 4.3 In the event that the number of applicants exceeds the number of places available, the governors will apply the following oversubscription criteria:

*A child with an Education Health Care Plan (previously a SEN statement) is given overall priority.*

(i) 'Cared for Children' and Children who were 'Previously Cared for'.

A 'cared for child' is a child who is in the care of a local authority or provided with accommodation by that local authority (as defined in section 22 of the Children Act 1989).

Children previously 'cared for' are children who were 'cared for' as defined above, but immediately after being 'cared for' became subject to an adoption, child arrangements order (formerly residence order), or special guardianship order. A child arrangements order is as 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 amended by Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians). This includes children who appear to (in the view of Cheshire East) have been in state care outside of England and ceased to be in state care as a result of being adopted."

(ii) Siblings.

Pupils with elder brothers or sisters, step-brothers or step-sisters, half-brothers or half-sisters, adopted brothers or adopted sisters living together as part of one household, already attending Pikemere (in years Reception through to Year 5) and expected to continue at the school in the following school year. (i.e. at the time of admission).

(iii) Children resident within the designated catchment zone of the school.

Children will be classed within this category if they and their parents/carers are resident within the area served by Pikemere on the closing date for applications.

(iv) Children who attend the Pikemere Foundation Stage One Unit. If this leads to over subscription, pupils living nearest to the school measured using the National Land and Property Gazetteer (NLPG), which measures straight line distances in miles from the school's coordinate point to the point of residence's coordinate point, will be given priority.

(v) Pupils living nearest to the school.

If this leads to over subscription pupils living nearest to the school measured using the National Land and Property Gazetteer (NLPG), which measures straight line distances in miles from the school's coordinate point to the point of residence's coordinate point, will be given priority.

Where Pikemere School cannot accommodate all pupils qualifying under one of the criteria stated above, the next criteria will also be applied to determine priority for admission.

For example, if Pikemere School cannot accommodate all siblings for whom an application has been received, all sibling applicants will be prioritised in the order of:

1. Siblings (criterion ii) who live within the school's designated catchment area (criterion iii) using distance from school
2. Siblings (criterion ii) who do not live within the school's designated catchment area but attend Pikemere Foundation Stage Unit (criteria iv)
3. Siblings (criterion ii) who do not live within the school's designated catchment area (criterion v)

All applicants within each criterion will be put into a distance order with priority being given to those that live nearest to Pikemere School, as stated above.

Where it is identified that there are a limited number of places available and the Local Governing Board cannot differentiate between the applications using the nearest school criterion (criterion v) a random allocation tie-breaker will be applied. This may be required for example, where applicants reside in the same block of flats or are children of a multiple birth living at the same address.

## **5 Published Admission Number – PAN**

- 5.1 The 'standard number' for school age pupils is the number of children the LA considers the school can accommodate. **The standard number for Pikemere School is 30.** We keep this number under review, and the governors will apply to change the number if circumstances change.

## **6 Sizes of classes for infants**

- 6.1 At Pikemere School we teach infant children (aged four to seven) in classes that have a maximum number of 30 children.

## **7 Monitoring and review**

- 7.1 This policy will be monitored by the Local Governing Board at Pikemere School, who will always take due note of the guidance provided by the Local Admissions Forum.
- 7.2 The policy will be reviewed every year, or earlier in the light of any changed circumstances, either in our school or in the local area.