

**DETERMINED ADMISSION ARRANGEMENTS FOR  
 COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS FOR 2019/2020**
**IMPORTANT NOTE**

*Please note that the admission numbers for some schools may vary upon determination to support the extra demand for school places in the area.*

Proposed Admission Numbers for Lancashire Community and Voluntary Controlled Primary Schools:~

SCHOOL No.	NAME OF SCHOOL	DETERMINED ADMISSION No. 2019/2020
01001	Bowerham Community Primary and Nursery School	60
01002	Dallas Road Community Primary School	60
01003	Willow Lane Community Primary School	30
01011	Ridge Community Primary School	30
01012	Ryelands Primary & Nursery School	60
01015	Moorside Primary School	90
01018	Nether Kellet Community Primary School	15
01022	Quernmore Church of England Vol. Cont Primary School	15
01023	Tatham Fells Church of England Vol. Cont Primary School	10
01025	Caton Community Primary School	10
01027	Wray with Botton Primary School	7
01032	Warton Archbishop Hutton's Primary School	26
01044	Carnforth North Road Community Primary School	30
01049	Great Wood Primary School	60
01050	Torrisholme Community Primary School	60
01051	Morecambe Bay Community Primary School	45
01052	West End Primary School	30
01053	Sandylands Community Primary School	60
01054	Lancaster Road Primary School	90
01058	Trumacar Nursery and Community Primary School	45
01060	Westgate Primary School	90
01061	Morecambe and Heysham Grosvenor Park Primary School	45
01062	Mossgate Primary School	30
02001	Carr Head Primary School	30
02002	The Breck Primary School [Poulton-le-Fylde]	35
02003	Carleton Green Community Primary School	45
02008	Fleetwood Chaucer Community Primary School	45
02013	Larkholme Primary School	45
02014	Fleetwood Charles Saer Community Primary School	45
02016	Shakespeare Primary School	60
02018	Fleetwood Flakefleet Primary School	60
02019	Preesall Carter's Charity (VC) Primary School	30
02027	Stalmine Primary School	15
02030	Stanah Primary School	60

SCHOOL No.	NAME OF SCHOOL	DETERMINED ADMISSION No. 2019/2020
02031	Thornton Cleveleys Northfold Community Primary School	30
02033	Thornton Cleveleys Baines Endowed [Vol. Cont] Prim School	30
02035	Thornton Primary School	20
02036	Thornton Cleveleys Royles Brook Primary School	45
02038	Nateby Primary School	13
02039	Forton Primary School	15
02049	Garstang Community Primary School	30
02051	Staining Church of England VC Primary School	35
02052	Thornton Cleveleys Manor Beach Primary School	45
04036	Freckleton Strike Lane Primary School	30
04039	Kirkham and Wesham Primary School	30
04043	Weeton Primary School	30
04044	Lytham St Anne's Mayfield Primary School	60
04045	Clifton Primary School	35
04046	Lytham St Anne's Ansdell Primary School	35
04052	Lytham Hall Park Primary School	60
06002	Brookfield Community Primary School	27
06604	Deepdale Community Primary School	90
06005	Eldon Primary School	30
06008	Brockholes Wood Community Primary School	35
06009	Frenchwood Community Primary School	45
06010	Preston Grange Primary School	30
06011	Preston Greenlands Community Primary School	30
06012	Holme Slack Community Primary School	30
06014	Ingol Community Primary School	30
06016	Moor Nook Community Primary School	30
06019	Ribbleton Avenue Infant School	70
06020	Ribbleton Avenue Methodist Junior School	70
06021	The Roebuck School	45
06031	Preston St Stephen's Church of England Primary School [VC]	45
06033	Ashton Primary School	30
06035	Preston Fishwick Primary School	17
06037	Lea Community Primary School	30
06040	Catforth Primary School	10
06041	Sherwood Primary School	60
06042	Cottam Primary School	30
06050	Goosnargh Whitechapel Primary School	15
06055	Kennington Primary School	35
06057	Fulwood and Cadley Primary School	45
06058	Harris Primary School	30
06060	Queen's Drive Primary School	60
06062	Pool House Community Primary School	25
06064	Brabin's Endowed School [VC]	15
06071	Longsands Community Primary School	30

SCHOOL No.	NAME OF SCHOOL	DETERMINED ADMISSION No. 2019/2020
07005	Higher Walton Church of England Primary School [VC]	17
07007	Bamber Bridge St Aidan's Church of England Primary School [VC]	24
07009	Lostock Hall Community Primary School	60
07012	Walton-le-Dale Primary School	60
07013	Coupe Green Primary School	20
07015	Leyland St Andrew's Church of England Infant School [VC]	65
07016I	Leyland Methodist Infant School	70
07016J	Leyland Methodist Junior School	70
07019	Woodlea Junior School	65
07020	Lever House Primary School	45
07024	Northbrook Primary School	30
07025	Seven Stars Primary School	30
07026	Moss Side Primary School	37
07029	Farington Primary School	30
07030	Longton Primary School	30
07037	Little Hoole Primary School	30
07040	Penwortham Middleforth Church of England Primary School [VC]	30
07041	Howick Church of England Primary School [VC]	15
07043	Penwortham Primary School	30
07044	Whitefield Primary School	60
07046	Kingsfold Primary School	30
07047	Penwortham Broad Oak Primary School	30
08001	Burscough Bridge St John's Church of England Prim School [VC]	30
08002	Burscough Bridge Methodist [Voluntary Controlled] Prim School	12
08004	Ormskirk Lathom Park Church of England Primary School [VC]	10
08006	Westhead Lathom St James' Church of England Primary School [VC]	13
08009	Ormskirk Asmall Primary School	20
08011	Ormskirk Church of England Primary School [VC]	60
08014	Ormskirk West End Primary School	30
08016	Burscough Village Primary School	30
08018	Bickerstaffe [Voluntary Controlled] Church of England School	15
08019	Aughton Town Green Primary School	50
08020	Aughton Christ Church C/E Vol Controlled Primary School	30
08021	Aughton St Michael's Church of England Primary School	30
08023	Holmeswood Methodist School	6
08024	Richard Durnings Endowed Primary School Bispham	15
08027	Scarisbrick St Mark's Church of England Primary School [VC]	15
08029	Pinfold Primary School, Scarisbrick	7
08033	Holland Moor Primary School, Skelmersdale	60
08034	Cobbs Brow School	40
08038	Skelmersdale Trinity C/E/Methodist Primary School [VC]	30
08040	Skelmersdale Crow Orchard Primary School	26
08043	Little Digmoor Primary School	20
08046	Hillside Community Primary School	30

SCHOOL No.	NAME OF SCHOOL	DETERMINED ADMISSION No. 2019/2020
08054	Delph Side Community Primary School	30
08063	Crawford Village Primary School	10
08064	Wrightington Mossy Lea Primary School	7
08071	Tarleton Community Primary School	60
08076	Banks Methodist Primary School [VC]	10
08077	Banks St Stephen's Church of England Primary School [VC]	30
08078	Brookfield Park Primary School	30
08079	Woodland Community Primary School	50
09002	Duke Street Primary School	50
09003	Highfield Primary School	45
09010	Gillibrand Primary School	30
09015	Buckshaw Primary School	30
09022	Adlington Primary School	20
09024	Lancaster Lane Community Primary School	30
09025	Clayton-le-Woods Manor Road Primary School	36
09026	Clayton-le-Woods Westwood Primary School	30
09028	Anderton Primary School	30
09031	Brindle Gregson Lane Primary School	30
09039	Coppull Primary School	45
09045	Euxton Primrose Hill Primary School	60
09050	Balshaw Lane Community Primary School	60
09052	Eccleston Primary School	30
09053	Clayton Brook Primary School	30
09062	Abbey Village Primary School	15
09063	Withnell Fold Primary School	14
11004	Accrington Huncoat Primary School	30
11005	Accrington Hyndburn Park Primary School	75
11013	Accrington St Peter's Church of England Primary School [VC]	30
11014	Accrington Spring Hill Primary School	60
11015	Accrington Woodnook Primary School	40
11018	Oswaldtwistle Hippings Methodist Primary School [VC]	30
11020	Oswaldtwistle St Andrew's Church of England Primary School [VC]	45
11024	Oswaldtwistle West End Primary School	30
11025	Oswaldtwistle Moor End Community Primary School	30
11029	Clayton-le-Moors Mount Pleasant Primary School	60
11042	Great Harwood Primary School	45
11045	Rishton Methodist School [VC]	30
11055	Clitheroe Brookside Primary School	30
11056	Clitheroe Edisford Primary School	30
11057	Clitheroe Pendle Primary School	50
11061	Gisburn Primary School	20
11064	Read St John's Church of England Primary School [VC]	30
11065	Sabden Primary School	15
11070	Barrow Primary School [VC]	30**

SCHOOL No.	NAME OF SCHOOL	DETERMINED ADMISSION No. 2019/2020
12001	Briercliffe Primary School	45
12002	Worsthorne Primary School	30
12005	Padiham Green Church of England Primary School [VC]	30
12006	Padiham Primary School	45
12011	Hapton Church of England/Methodist Primary School [VC]	18
12012	Barden Primary School	60
12013	Burnley Brunshaw Primary School	60
12020	Burnley Heasandford Primary School	90
12022	Burnley Ightenhill Primary School	60
12023	Burnley Lowerhouse Junior School	60
12025	Rosegrove Infant School	60
12035	Burnley Stoneyholme Community Primary School	60
12037	Burnley Whittlefield Primary School	30
12039	Burnley Casterton Primary School	40
12041	Rosewood Primary School	60
12042	Cherry Fold Community Primary School	60
12043	Burnley Springfield Community Primary School	30
13001	Bradley Primary School	60
13007	Lomeshaye Junior School	90
13010	Nelson Walverden Primary School	60
13011	Nelson Whitefield Infant School and Nursery Unit	90
13012	Marsden Community Primary School	60
13016	Barrowford School	60
13019	Blacko Primary School	15
13023	Roughlee Church of England Primary School [VC]	7
13024	Higham St John's Church of England Primary School [VC]	20
13028	Laneshaw Bridge Primary School	30
13029	Lord Street Primary School, Colne	60
13030	Colne Park Primary School	60
13031	Colne Primet Primary School	30
13033	West Street Community Primary School	30
13034	Trawden Forest Primary School	30
13036	Reedley Primary School	60
13040	Barnoldswick Church of England VC Primary School	60
13041	Barnoldswick Coates Lane Primary School	30
13042	Barnoldswick Gisburn Road Community Primary School	30
13046	Kelbrook Primary School	15
13048	Salterforth Primary School	15
13049	Earby Springfield Primary School	30
14001	Bacup Britannia Community Primary School	30
14002	Bacup Thorn Primary School	45
14003	Northern Primary School	30
14005	Sharneyford Primary School	10

SCHOOL No.	NAME OF SCHOOL	DETERMINED ADMISSION No. 2019/2020
14008	Bacup St Saviours Community Primary School	15
14011	Bacup Holy Trinity Stacksteads C/E Primary School [VC]	35
14015	St Paul's Church of England Primary School, Rawtenstall [VC]	40
14018	St Mary's Rawtenstall Church of England Primary School [VC]	30
14019	Crawshawbooth Primary School	45
14022	Waterfoot Primary School	45
14024	Newchurch St Nicholas Church of England Primary School [VC]	30
14026	Balladen Community Primary School	30
14027	Water Primary School	20
14030	Broadway Primary School	30
14031	Helmshore Primary School	60
14038	Edenfield Church of England Primary School [VC]	25
14039	Stubbins Primary School, Ramsbottom	30
14040	St Bartholomew's Church of England Primary School [VC]	25
14042	Whitworth Tonacliffe Primary School	45

**IMPORTANT NOTE**

*Please note that the admission numbers for some schools may vary upon determination to support the extra demand for school places in the area.*

**\*\*11070 – Barrow Primary School** - this proposed admission number '30' will be formally 'determined' by the Cabinet in March 2018.

**ALL DISTRICTS**

The purpose of the admission arrangements is to ensure that all school places for maintained schools are allocated and offered in an open and fair way. LCC must comply with the School Admissions Code, published by the Department for Education [DfE], which has 'a force of law'. When a school is oversubscribed, ie, it has more applicants than places available, it needs a policy to allocate and offer places in an open and fair way, in line with the School Admissions Code. Listed below is the policy and associated procedures used by Lancashire County Council when allocating places for Community and Voluntary Controlled Schools. The supplementary notes and Geographical Priority Areas [GPA] which form part of the admission arrangements make it clear to parents how and why places are allocated in a fair, clear and objective way :~

**PROPOSED ADMISSIONS POLICY FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS - 2019/2020**

The determined policy for admission to community and voluntary controlled primary schools for 2019/2020 is listed below:-

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2019. Parents will be asked to express preferences for three primary schools. Parents are given the opportunity to express three preferences for a primary school. Published criteria are used to decide which children should be offered the available places. In primary schools an equal preference scheme has been introduced to comply with the Schools Admission Code, whereby three parental preferences are given equal status to the

preference and will be considered equally against the admissions criteria. If a school is oversubscribed, the following criteria will be applied in priority order:

### **Primary Schools**

When a school is oversubscribed on parental preferences, then the following priorities apply in order:

1. Looked after children and those who have been previously looked after, (see note xi below), then
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned (see note (i) below, then
3. Children with older brothers and sisters attending the school when the younger child will start, (see note (iii) below), then
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority, (see note (v) below).

### **Notes**

- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a statement who have special needs.
- (ii) As required by law, all children with a Statement of Special Educational Needs/EHC naming a school will be admitted before the application of the over-subscription criteria. Children who have a statement for special needs have their applications considered separately.
- (iii) Brothers and sisters includes step children, half brothers and sisters, fostered and adopted children living with the same family at the same address (consideration may be given to applying this criterion to full brothers and sisters who reside at different addresses).
- (iv) The distance criterion which will be used as the tie breaker if there is oversubscription within any of the admission criteria is a straight line (radial) measure. If the Local Authority is unable to distinguish between applicants using the published criteria (eg twins or same block of flats) places will be offered via a random draw.

The distance measure is a straight line (radial) measure centre of building to centre of building.

Please note that the Local Authority may introduce a new measuring system during the admissions round.

- (v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admissions process, (including after a child has accessed a school place).
- (vi) The Local Authority will keep waiting lists for all Lancashire primary schools until 31 August 2019. These are kept in priority order using the school's published admission criteria. From 1 September 2019 for one school term only waiting lists will be retained by individual admission authorities (the Local authority for community and voluntary controlled schools and individual voluntary aided and trust schools will each retain their own list).
- (vii) Children will not normally be able to start school other than at the beginning of the term unless they have moved into the area or there are exceptional circumstances.
- (viii) Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.

Application forms received after the published closing date, will only be considered at that time if the following conditions apply:

- (a) if the number of preferences received for the school is below the published admission number or:
- (b) there are extenuating circumstances justifying a late application.

These may include:

- (a) parents moving into the County after the closing date;
  - (b) parent/carer illness which required hospitalisation for the major part of the period between the publication of the composite prospectus and the closing date for applications.
- (ix) Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday).
- (x) the highest priority **must** be given to looked after children<sup>1</sup> and children who were looked after, but ceased to be so because they were adopted<sup>2</sup> (or became subject to a residence order<sup>3</sup> or special guardianship order<sup>4</sup>). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after. This includes children who are legally adopted from overseas. Relevant, legal documents must be provided to evidence the adoption.

### **Shared Care Arrangements**

When a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.

In the cases where a child lives with parents who have shared responsibility and the child's time is split between two homes, the address of the parent who receives child benefit will normally be used. The Local Authority reserves the right to request further proof, in order to establish the home address, as fit the individual circumstances.

Where shared care arrangements are in place it may be necessary to establish the permanent home address for the child. In certain circumstances parent/carers will be asked to write to the LA stating the number of days each week the child spends with them. The LA may ask for evidence of which parent/carer was in receipt of child benefit at the point of application. If the parent/carer is not in receipt of child benefit, the LA will ask for proof of benefit award notices; Tax Credit Award Notices and child's registered address with the GP at the point of application. If the child's home address cannot be verified the LA reserve the right to request further documentary evidence to support any claim of permanent home address.

In cases where parents are separated and both have retained joint responsibility, an application form will be accepted from the one parent who is in receipt of the child benefit and with whom the child primarily resides. The Local Authority has an obligation to process an application form that has been submitted and signed by a parent

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<sup>1</sup> 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).

<sup>2</sup> Under the terms of the Adoption and Children Act 2002. See section 46 (adoption orders).

<sup>3</sup> Under the terms of the Children Act 1989. See section 8 which defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live.

<sup>4</sup> See section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).



with parental responsibility. The Local Authority cannot release information or intervene where disputes or disagreements arise between parents in relation to any proposed or submitted application for a school place. Where shared care arrangements are in place and parents/ carers of the child submit two separate applications for different schools, the LA requires parents to resolve matters between themselves, taking legal advice if necessary, and inform the LA which application should be processed. The LA will not become involved in private disputes.

We can only process applications from one address. If your child lives at another address from you or with another parent/carer from Monday to Friday, please provide the Parental Responsibility Order or Residence Order for the person the child lives with.

Further evidence can include:~

- *a copy of a court order;*
- *a letter from a solicitor setting out the arrangements;*
- *a joint statutory declaration (prepared by a Commissioner for Oath);*
- *a tax credit award notice (TC602) for current year.*

### **Moving House**

If you are about to move house, please contact the Area Education Office with your new address so that letters which are sent to you do not go astray. If you have already exchanged contracts on a house or have evidence of a confirmed offer of tenancy, you can ask for your child's application to be considered from the new address. It is required that a family does not just own a property in a particular location, but that they are actually resident in the property. Evidence of your/the child's residency in the new property will be required.

If you make a permanent house move after applying, but before allocation procedures have been undertaken, you must contact the Area Education Office. You would be able to change your preferences if you are changing address to a more distant property and the allocation will be based on the new address.

**If you move temporarily during the admissions process you must also discuss the matter with the Area Education Office. Temporary addresses are rarely accepted for admission purposes.**

If you are moving to another area of Lancashire, details of schools in the area can be obtained from any Area Education Office. Admission Authorities will check address details and may randomly sample applications.

You should contact the Area Education Office if there are any changes in your child's living arrangements during the application and allocation of places period.

Places offered for Lancashire schools may be subsequently withdrawn where misleading or inaccurate information has been discovered.

### **Applications from abroad (and other areas of the UK)**

It is required that families must be physically resident in Lancashire (or nearby) in order to apply within the annual intake processes. Exceptional circumstances will be considered on request (and will require that individual families provide the necessary evidence for consideration). Exceptions will usually include:

- (a) UK Service Personnel families who can provide evidence of a posting into the area and the date from which this will occur.
- (b) New to area families purchasing / renting / leasing an address in Lancashire (providing legal evidence of a contract exchange or lease agreement as a minimum) – see notes below.

Where families are planning to return to an address (whether pre owned or not) within Lancashire, and can provide evidence of ownership, it is required that they are physically in residence during the application

period in order for applications to be accepted for annual intakes. This means that the child is in residence with parent/ parents at their permanent address. This applies to those returning from living abroad and those returning from periods of employment / secondment abroad. This principle applies also to (b) above. If there are challenges to an LA decision not to accept an application within the agreed arrangements to coordinate then individual admission authorities will be consulted. Note however that admission policies require that a family does not just own a property in a particular location, but that they are actually resident at that property.

Where families relocate or return to an address in Lancashire after a statutory closing date but during the allocation period (ahead of finalisation of offers) then there will be consideration of accepting a late application. Appropriate evidence must be provided of ownership and date of relocation and residence at that address. The agreed timetable for co-ordination for the primary and secondary annual intake processes include agreed dates after which offers will not be amended. This will usually be mid-February for secondary admissions and the end of March for primary admissions.

Please note that late entry to the annual intake processes will not be possible after the statutory closing dates unless an exception is agreed by the Local Authority and / or the admission authority.

## Geographical Priority Areas - Primary

Geographical Priority Area for the North Area of Lancashire:~

### **Mayfield Primary School, Lytham St Annes - Geographical Priority Area (GPA)**

Building work has commenced on a new housing development on the ex Pontin's site on the A584 which borders Blackpool authority (the A5230 - Squires Gate Lane and Blackpool Airport).

This is located within Lancashire but is situated on the border with Blackpool. The new properties will be situated near to Blackpool primary and secondary schools and academies. They are already located within the FY8 area so are in the geographical priority area (GPA) for Lytham St Annes Technology & Performing Arts College.

There are 443 dwellings planned on this site. The pupil yield from these will depend on the type of housing which is developed and is expected to be between 75 and 168 across the primary age range. Blackpool Authority do have primary place capacity for this new development.

The properties will however be some distance from the nearest Lancashire primary school. It is intended therefore to introduce a GPA for Mayfield Primary School in St Annes in order to give these Lancashire families some increased priority for admission.

The current determined admission arrangements for all Lancashire's community and voluntary controlled schools prioritise admission as follows:-

1. Looked after children and those who were previously looked after (now adopted or subject to certain orders)
2. Exceptional medical, social and welfare reasons directly relevant to the school concerned
3. Children who will have older brothers and sisters attending the school when the younger child applies
4. Distance - a straight line (radial) measure

For admissions for 2017 *and thereafter* it is intended that the admission arrangements for Mayfield Primary School be changed to reflect a geographical priority area (GPA).

This redefined criterion 4 (above) into two distinct elements as follows:-

Remaining places are allocated according to where a child lives - distance:

- i) To those resident within the agreed geographical priority area (the new development on the ex Pontin's site)
- ii) To other applicants

### **Geographical Priority Areas (GPAs) for South Lancashire Primary Schools**

(GPAs were introduced for these three primary schools in 2011/12).

**LONGSANDS CP SCHOOL** – the area north of Sandy Brook, east of Eastway (B6241), south of Savick Brook and west of the M6 motorway.

**COTTAM CP SCHOOL** – the area north of the Lancaster Canal, east of Sidegreaves Lane, south of Hoyles Lane and west of Tom Benson Way (B6241).

**MOSS SIDE CP SCHOOL** – the areas north of Moor Road (B5249) and Southport Road (A581), east of the railway line, south of Longmeanygate and west of Shlewsig Way (B5253) – running south to Leyland Lane and meeting Southport Road.

Families with children living within the stipulated GPA would have prior consideration for a place at the relevant school under criterion 4 – ahead of other applicants under criterion 4 with children living outside of the GPA.

### **Geographical Priority Areas (GPAs) for East Lancashire Primary Schools**

#### **Edisford Community Primary School [introduced in 2015/16 admissions round]**

1. Looked after children and those who have been previously looked after, then,
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned.
3. Children with older brothers and sisters attending the school when the younger child will start.
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority.
  - i) To those resident within the agreed geographical priority area
  - ii) To other applicants

Within each category those living nearest to the preferred school by a straight line (radial) measure will have priority.

The determined geographical priority area to be applied at 4i) will be:-

Those resident in the Low Moor area (bordered by Edisford Road to the south and the River Ribble to the west and north) as far as houses on and adjacent to Riverside and Low Moor Farm.

**GPAs were adopted for Crawshawbooth Community Primary School and Waterfoot Community Primary School and introduced in 2014/15 admissions round.**

#### **CRAWSHAWBOOTH COMMUNITY PRIMARY SCHOOL**

Crawshawbooth Community Primary School

1. Looked after children and those who have been previously looked after, then,
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned.
3. Children with older brothers and sisters attending the school when the younger child will start.
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority.
  - i) To those resident within the agreed geographical priority area
  - ii) To other applicants

Within each category those living nearest to the preferred school by a straight line (radial) measure will have priority.

The determined geographical priority area to be applied at 4i) will be:-

From the north end of the Clowbridge reservoir heading south and taking in the Dunnockshaw, Loveclough, Goodshaw Fold, Goodshaw Chapel and Goodshaw areas (and surrounding farm houses). The cut off points at the south end of the area will be Lord Street and its houses and Forest Bank Road (both off the A682). The line will run East down the middle of Forest bank Road and across the top of Short Clough reservoir

## **WATERFOOT COMMUNITY PRIMARY SCHOOL**

### Waterfoot Community Primary School

1. Looked after children and those who have been previously looked after, then,
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned.
3. Children with older brothers and sisters attending the school when the younger child will start.
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority.
  - i) To those resident within the agreed geographical priority area
  - ii) To other applicants

Within each category those living nearest to the preferred school by a straight line (radial) measure will have priority.

The determined geographical priority area to be applied at 4i) will be:-

Lower and Higher Boarsgreave in the south taking in houses and settlement adjacent to Cowpe Road running north to the point where the River Irwell meets Bacup Road in Waterfoot.

Families with children living within the stipulated GPA would have prior consideration for a place at the relevant school under criterion 4 – ahead of other applicants under criterion 4 with children living outside of the GPA.

## **Lancashire Infant and Junior Schools**

### **Infant to Junior School Transfers (Year 2 to Year 3) and In Year Admissions**

In Lancashire there are five infant and five junior schools which are legally separate organisations (each has its own Governing Body) but which, in pairs, have close links.

These are:-

- Ribbleton Avenue Infants and Ribbleton Avenue Juniors (Preston)
- Leyland Methodist Infants and Leyland Methodist Juniors (South Ribble)
- Leyland St Andrew's CE Infants and Woodlea Juniors (South Ribble)
- Rosegrove Infants and Lowerhouse Juniors (Burnley)
- Whitefield Infants and Lomeshaye Juniors (Pendle)

Historically children in Year 2 at each infant school have transferred to Year 3 at the associated junior school. It is anticipated that this will continue. The School admissions Code does state however that:-

*"Some schools give priority to siblings of pupils attending another state funded school with which they have close links. Where this is the case this priority must be set out clearly in the arrangements".*

The current determined admission arrangements for all Lancashire's community and voluntary controlled schools prioritise admission as follows:-

1. Looked after children and those who were previously looked after (now adopted or subject to certain orders)
2. Exceptional medical, social and welfare reasons directly relevant to the school concerned
3. Children who will have older brothers and sisters attending the school when the younger child applies
4. Distance - a straight line (radial) measure

These criteria do not explicitly refer to the schools named above in terms of applying the sibling test across the full age range (reception to Year 5 for September reception admissions; reception to Year 5 for all Year 2 to Year 3 transfers and reception to Year 6 for all in year admissions). Clarity is important in relation to the close links between each pair of infant and junior schools.

It is determined therefore to add statements to the determined admission arrangements for Lancashire's community and voluntary controlled schools to confirm that:-

*"For Lancashire infant and junior schools which have close links (the schools will be named in information for parents) the sibling criterion for admission will be applied in relation to children on roll at either school (as appropriate) in relation to annual intakes and in year admissions"*

*"For Year 3 admissions at Lancashire junior schools parents with children on roll in Year 2 at any school may apply for Year 3 places (by 15 January in the year of the intended transfer). Similarly new to area families are able to apply for Year 3 places at the junior schools."*

It is expected that predominantly the current situation for Year 2 to Year 3 transfers will continue. The Local Authority will however implement and manage a formal admission round for transfers if a situation develops where there are more Year 3 applicants than available places.

*Officer comment: prior to formal consultation about firming up the admission policy for infant and junior schools and clarifying the information for parents a letter was sent to all of the head teachers concerned. This alerted them to the forthcoming consultation and gave the opportunity for informal views ahead of any changes. There were some informal enquiries by telephone about the need for the change but no formal objections or concerns have been received. In view of admission number mismatches for two pairs of these schools, and probable increased place demand in the future, it is essential that Lancashire provides absolute clarity about infant and junior admissions and transfers. This will ensure that the requirements of the School Admissions Code and associated legislation are met and that all schools and applicants have clear information about how admissions procedures operate.*

## Summer born children - Deferring or delaying school entry

### Background

The Department for Education has produced guidance '*Advice on the Admission of Summer Born Children (December 2014)*'. The guidance is non-statutory and has been produced to help local authorities, admission authorities and parents understand the framework within which admission authorities must operate, and to dispel some of the myths that appear to have arisen around the admission of summer born children.

It should be read in conjunction with the statutory document, the Department for Education, 'School Admissions Code, which was published in December 2014'.

The Schools Minister, Nick Gibb wrote an open letter in September 2015 which referred to government plans to amend the School Admissions Code so that all summer born children can begin school after their fifth birthday and be placed into a reception class. As yet there has not been a consultation on the legislative changes that would be needed to amend the School Admissions Code. Lancashire County Council is therefore still adhering to the statutory requirements of the December 2014 Code.

### When will my child reach statutory school age?

Children must be receiving full-time education by the start of the term following their fifth birthday.

- For children born between 1 September and 31 December, they reach compulsory school age on 31 December and must be receiving full-time education at the start of the spring term (i.e. after the Christmas holidays, in January).
- For children born between 1 January and 31 March, they reach compulsory school age on 31 March and must be receiving full-time education by the start of the summer term (i.e. after the Easter holidays, in March or April).
- For children born between 1 April and 31 August, they reach compulsory school age on 31 August and must be receiving full-time education at the start of the new school year (i.e. after the summer holidays, in September).

### *Delayed admission to Reception*

In Lancashire, we provide for the admission of all children in the September following their fourth birthday. Parents of non-compulsory school age children (four year olds) may request a pattern of part-time attendance or deferment if that best suits the needs of their child. Parents will be offered the opportunity for their child to:

- Start Year R (Reception) in September on a full-time basis from their first day of attendance or on a part-time basis up to the point of reaching compulsory school age.
- Defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the summer term of the school year for which the offer of the school place was made.

### *Deferred admission to Reception*

Parents who are considering deferring their child's entry to school should be aware that teachers are skilled in differentiating the curriculum to meet a diverse range of needs. Parents are encouraged to visit the schools they are thinking of applying for, where staff will be able to explain the provision on offer to children in Reception class, how it is tailored to meet the needs of individual pupils and how the needs of each pupil will continue to be met as they move up through school.

Where a parent wishes to defer their child's admission until the following school year, parents are encouraged to make requests to defer in good time before the closing date for the normal admission round. Parents will need to provide the detailed reasons to enable their request to be given proper consideration and are encouraged to include any supporting evidence from relevant professionals. Please complete the County Council's application form '*Application for a Lancashire school place for summer born children*'.

Parents submitting a request for admission out of the normal age group are required to also make an application for a place in their child's normal age group at the same time. If the application to defer is made by the national closing date for applications the admission authority will ensure that the parent receives the response to their request before the primary school national offer day.

All summer born requests for deferred admission will be considered by the individual admissions authority of each preferred school. Where requests are made for differing admission authorities, the request must be sent to the local authority that will co-ordinate the request and the decisions made. If a joint agreement cannot be reached then the decision to defer admission will only stand for any named school that agreed the request.

When considering a request for deferred admission for a community or voluntary controlled school the following factors will be considered:

- any delayed social, emotional or physical development which may be affecting the child's readiness for school (supported by a relevant professional);
- premature birth and the fact that the child may have naturally fallen into a lower age group if they had been born on their expected date of birth;
- any medical incapacity, if this has prevented access to early years provision.
- any significant learning or special educational needs (supported by a relevant professional);
- the views of the head teacher of the preferred school (s)

It will not be sufficient for the parent to provide personal views and opinions and /or to refer to national research. The request should demonstrate why it would be in a child's interest to be admitted to reception following their fifth birthday, rather than year one.

### *Making a decision in the child's best interests*

The Local Authority will share information provided on the application form with the admission authorities and head teachers of the school(s) parents have expressed a preference for. They will not however be informed of the order of preferences. These admission authorities and head teachers will then come to a decision as to whether they support the request for deferred entry. The final decision will be for the admission authority to make.

The Local Authority will then write to parent/carers to confirm the result of these decisions.

**If the request to defer admission is approved**, the application for the normal age group can be withdrawn. A new application will need to be submitted the following autumn as part of the main admission round for the following year.

**If the request to defer admission is refused**, you will need to decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in-year application for admission to Year 1 for the September following the child's fifth birthday.

Places are not held open for children who defer entry, so parent/carers must then reapply for a school place the following year for a place in Reception alongside children who are one school year younger.

### **Additional factors for consideration**

Parents/carers should be aware that as the number of applications and preferences, and even the number of available places, may differ from year to year, that a deferral does not mean a place at the same school can be allocated one year later or provide any additional priority for a place.

Once a child has been admitted to a school it is for the head teacher to decide how best to educate them. The head teacher may consider that it would be appropriate for a child who has been admitted out of their normal age group to be moved to their normal age group. Any decision to move a child to a different age group would be based on educational reasons and in consultation with the parents.

For any child not being educated in the year group in which their chronological age falls there may be complications if a change of school is required or a move to another local authority. It will be for the

admission authority of any receiving school to decide whether to admit the child out of their normal age group. This also applies at the time of transfer from primary to secondary school.

Any child who remains a year below their chronological age group will no longer be of compulsory school age during Year 11 of secondary school and therefore will be able to leave school before completing examinations.

There is no formal right to appeal a decision made by the admission authority. However, for schools where the LA is admission authority, a parent may request a review of the decision made.