THE EDUCATION ALLIANCE OF CANFORD HEATH

CANFORD HEATH INFANT SCHOOL

ADMISSIONS POLICY 2028/29

Statement of Intent
Our mission is to promote a love of learning in order to maximise the life chances of every child in our Trust. Through our commitment to inclusion, high expectations and skilled teaching, we will have a lasting and positive impact on our local and wider community.

Our Vision

The TEACH Trust supports and nurtures our children to become empowered citizens that make a meaningful contribution to society. Our curriculum reflects our locality and all it offers and aims to educate all children in matters which affect humanity in the wider world: these include all matters that relate to the climate and the world around us, such as climate change; the importance of respecting and celebrating the importance of equality and diversity; and being responsible global citizens.

We have the highest aspirations for our children: the broad and balanced curriculum promotes learning, provides cultural capital and supports spiritual, moral, social and cultural development. The Rights Respecting Gold awards reflects the many ways in which education for character is integral to the work of our schools and highlights our focus on the children's personal development.

We aim to inspire our children to be socially conscious individuals who make a difference to the world. All our children secure the key learning and skills they will need to become lifelong learners and gain employment. Our ultimate aim is to improve all our children's life chances and prepare them to thrive in their future lives.

Under the Equality Act 2010 and the Public Sector Equality Act which came into force in April 2011, the Trust has due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

No Catchment area.
The Educational Alliance of Canford Heath admits pupils without reference to a defined catchment area.

Preference given to pupils within the TEACH Trust.
Canford Heath Infant school belongs to the TEACH Trust. The Trust will operate a preference system that, once a pupil is admitted to one of its Infant schools (Ad Astra, Canford Heath Infant) it will, in line with the oversubscription criteria below, give priority to a place for the pupil at one of its two Junior schools (Haymoor, Canford Heath Junior). Therefore, parents who state a preference for their child to attend one of the Trust's two Infant schools benefit from the opportunity for their child to attend a fully co-ordinated Primary education setting until their child leaves school at the

end of Year 6.

Education, Health and Care Plan
Pupils with an Education, Health and Care Plan issued by a local authority naming Canford Heath Infant School will be admitted before preferences are considered for admission in September.

Over-subscription

Where there are more applications than places available at Canford Heath Infant school the following criteria will be used, in numerical order, to decide the priority list for the offering of places up to the school's Published Admission Number (120 places) for the admission year group. The distance from home to school, criterion 6, is used as a tie-breaker if there are more applications than places available under criteria 1-5.

1. A “Looked After Child” or who was a “previously Looked After Child” (see Note 1).

2. Children of staff at Canford Heath Infant School:
   a) where the member of staff has been employed at Canford Heath Infant for two or more years at the time at which the application for admission is made
   or
   b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

3. Pupils who have a sibling (see Note 3) who is already on the roll of Canford Heath Infant School and will continue to attend Canford Heath Infant School at the time of admission.

4. Pupils who have a sibling (see Note 3) already on the roll of Canford Heath Junior School and will continue to attend Canford Heath Junior School at the time of admission. For those applying for a Reception place, this includes pupils who have a sibling (see Note 3) in Year 2 at Canford Heath Infant School and have applied for Year 3 at Canford Heath Junior School.

5. Pupils who have a sibling (see Note 3) who is already on the roll of any other school in the Trust (Ad Astra Infant and Haymoor Junior) who will continue to attend the school at the time of admission. For those applying for a Reception place, this includes pupils who have a sibling (see Note 3) who are in Year 2 at either Canford Heath Infant School or Ad Astra Infant School and have applied for Year 3 at Haymoor Junior School.

6. Pupils who live (see Note 2) closest to the school. The distance is measured by a Geographical Information System (see Note 4). If the distance measurement is equal for two or more applicants the place will be allocated by the drawing of lots (See Note 5)

Entry to Reception including delayed entry

All children can start in Reception on a full-time basis in the Autumn Term in 2028, although parents/carers may discuss with the Headteacher as to whether their child is ready to start full-time and whether a part-time basis may be preferable. The final decision will rest with the parent/carer of the child.

Parents can delay the date their child starts school until later in the school year but not beyond the point at which they reach compulsory school age (i.e. by the start of the term following their fifth birthday) or, for children born between 1 April and 31 August, not beyond the beginning of the final term of the school year (i.e. the term that starts after the Easter/Spring holidays) for which the offer was made. Delayed entry should be discussed with the Headteacher.

If parents/carers want to apply for the following year they would normally be expected to apply for a place in Year 1. Parents and carers need to be aware that Year 1 in the school could be full at this stage.

Parents/carers wishing to apply for a year group different to that determined by their child's date of birth, including delayed admission to reception for summer born children need to refer to the section headed "Applications for a place in a year group different to that determined by date of birth" below. Parents considering this are advised to contact the school and the Local Authority at the earliest possible opportunity (preferably before 31 October 2027) to ensure a decision has been made by the school before the national closing date for applications to Reception 2028/29.

Applications for a place in any year group other than a pupil's correct age related National Curriculum year group (including summer born children)

Applications for pupils to be educated outside their normal national curriculum year group will be considered on their individual merits by Trustees.

Applicants are asked to provide with their application form the following information in support of their request, to allow Headteachers and Trustees to use this with their considerations:

1. Clear, documented evidence that to place the pupil in his/her normal age group would be detrimental to his/her educational progress or likely exam performance.
2. Clear evidence that it is in the interests of the pupil's social and emotional development to be placed in a different year group.
3. Clear evidence that the pupil has previously been placed in a different year group and this has had positive benefits.

(A pupil would need to meet Criteria 1 and 2 above in all cases, for an out of year group admission to be agreed. The existence of Criterion 3 would serve to strengthen a case.)

The Department for Education non-statutory "Guidance On Handling Admission Requests for Summer Born Children" (Updated November 2024) document will be taken into account, where appropriate, when considering applications for a place in any year group different to that determined by date of birth.

Excepted pupils for infant classes

Infant classes must not contain more than 30 pupils with a single school teacher. Additional children may be admitted under limited exceptional circumstances. These children will remain an 'excepted pupil' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. The excepted children are:

- Children admitted outside the normal admissions round with Education, Health and Care Plans specifying a school;
- Looked After Children and Previously Looked After Children admitted outside the normal admissions round;
- Children admitted, after initial allocation of places, because of a procedural error made by the admission authority or local authority in the original application process;
- Children admitted after an independent appeals panel upholds an appeal;
- Children who move into the area outside the normal admissions round for whom there is no other available school within reasonable distance;
- Children of UK service personnel admitted outside the normal admissions round;
- Children whose twin or sibling from a multiple birth is admitted otherwise than as

an excepted pupil;
- Children with Special Educational Needs who are normally taught in a special educational needs unit attached to the school, or registered at a special school, who attend some infant classes within the mainstream school.

In-year admissions – Looked After Children

A Looked After Child may be admitted to Canford Heath Infant School above the Published Admission number if it is felt by the local authority that this is the most appropriate placement to meet the needs of the individual child. Bournemouth, Christchurch and Poole (BCP) Council has adopted a Protocol for dealing with in-year admissions of Looked After Children.

Applications from separated parents

Only one application can be considered for each child. Where parents/carers are separated it is essential that agreement is reached by both parties concerning the nominated preferred schools. Where a child spends part of their week with one parent and part with the other, only one address can be used. This must be the address at which the child spends most of their time during term time. Applicants can be asked to provide additional evidence in order to verify addresses and/or other details provided. It is at the discretion of the admissions authority what evidence is required (evidence may include, but is not limited to, Child Benefit, GP registration, evidence of home ownership/tenancy etc.). The final decision on the home address of a child will be made by the TEACH Trust. If any information supplied by an applicant is judged by the admissions authority to be fraudulent or intentionally misleading, the TEACH Trust may refuse to offer a place, or if already offered, may withdraw the offer.

Applications for children of multiple births

If there are insufficient places to accommodate all the children of a multiple birth (i.e. twins, triplets etc) in any year group and one child can be admitted, the other siblings of the multiple birth will be admitted over the school's Published Admission Number. If it is in an infant class (Years R, 1 and 2) the additional children over the PAN will be considered as excepted pupils for the entire time they are in an infant class at the school or until the class numbers fall back to the infant class size limit in accordance with the School Admissions Code 2014.

Waiting Lists

Where waiting lists are held for places at Canford Heath Infant School, all waiting lists will cease on the 31st August annually. Parents wishing to remain on the waiting list for the following school year must submit a new application from 1st June unless they have applied at the main point of entry (Early Years).

In Year Fair Access

All the admission authorities in BCP Council have established an In Year Fair Access Protocol. The purpose of the In Year Fair Access Protocol is to ensure that – outside the normal admissions round – unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. Cases are considered by a Panel comprising Headteachers and/or their representatives. When seeking to place a child, the Panel will consider all schools in a fair, equitable and consistent manner. Decisions of the Panel may mean that individual schools admit children above the Published Admission Number. Admission authorities will not normally be asked to admit a child to an infant class where there are already 30 children in the class.

Admissions arrangements

Admission to all BCP schools will be in accordance with the agreed scheme for co-ordinated admission arrangements 2028/29.

All the admission authorities within BCP Council operate an equal preference admissions system. This means that all first, second and third preference applications are considered together. The local authority will offer the highest ranked preference possible.

Right to appeal

If an application for a place is refused, the parents/carers have the right to request an independent appeal. Parents wishing to appeal should contact CASAppeals on casappeals.co.uk.

Raising Concerns

If there is a concern regarding the admissions policy, please refer to section 3 of the School Admissions Code - The Schools Adjudicator https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1001050/School_admissions_code_2021.pdf

Notes

1. A "Looked After Child" means any child who is in the care of a local authority in accordance with Section 22 (1) of the Children Act 1989. A child who was "previously a Looked After Child" means a child who after being Looked After became subject to an Adoption Order under the Adoption Act 1976 or under Section 46 of the Adoption and Children Act 2002, a Residence Order or Child Arrangement Order under Section 8 of the Children Act 1989 or Special Guardianship Order under Section 14A of the Children Act 1989. This also includes those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. Applicants can be asked to provide additional evidence in order to verify the previously looked after status of a child. It is at the discretion of the admission authority what evidence is required. The final decision will be made by the admission authority. If any information supplied by an applicant is judged by the admission authority to be fraudulent or intentionally misleading, the admission authority may refuse to offer a place, or if already offered, may withdraw the offer.

2. Addresses. The home address where a child lives is considered to be a residential property that is the child's main or only address during term time. Applicants can be asked to provide additional evidence in order to verify addresses and/or other details provided. It is at the discretion of the admission authority what evidence is required (evidence may include, but is not limited to, Child Benefit, GP registration, evidence of home ownership/tenancy etc.). The final decision on the home address of a child will be made by the TEACH Trust. If any information supplied by an applicant is judged to be fraudulent or intentionally misleading, the TEACH Trust may refuse to offer a place, or if already offered, may withdraw the offer.

   Change of Address for Main Entry applications
   When applying for point of entry, the school will not accept a change of address once the national closing date has passed. The national closing date for point of entry to Reception is 15 January 2027. This means that if your moving date is after 15 January 2027, we will use your old address to categorise your application. You

will need to tell us your new address so we can update your child's record. If you move house after you have submitted your application but before the national closing date, the main allocation will be based on your address at the closing date, and the address will be updated on any waiting list from national offer day, should you not initially have been offered a place. The relevant date for the house move is (if purchasing) exchange of contracts occurring on or before the closing date; (if renting) signed tenancy agreement which commences on or before the closing date.

3. "Sibling" means; a full brother or sister, a half-brother or half-sister, adoptive brother or sister, a foster brother or sister and non-blood related children who live with one or both parents or carers in the same property during the school week

4(a) The distance from home to school is measured using the shortest, safe and practicable walking route using the centre line of roads and footpaths (excluding paths identified for the sole use of bicycles i.e. cycleways). Roads and footpaths measured are normally public. If your property is only accessible via a private road or footpath, this road or footpath may be included in the measurement.

The starting point for the measurement is taken from your home address. This has been geolocated using the geocoded address point obtained from the local authority's Local Land and Property Gazetteer. The total distance measured is a combination of 2 measurements using 3 points:

i) Geocoded home address point
-to-
ii) Centre of nearest road/footpath
-to-
iii) Nearest approved school access point that is for use by pupils

All measurements are obtained from the local authority's Admissions System. The GIS maps used are provided by Ordnance Survey and represent the position as at the beginning of the annual admission cycle i.e. September in the year prior to admission. Any alterations to Ordnance Survey map references, footpaths or roads added after this time will not be taken into consideration. No measurements obtained through other sources (e.g. search engines, mapping systems) will be accepted.

4(b) For applicants living on islands or residing permanently on a boat within Poole harbour, the distance measurement will be a straight line from the geocoded home address point to either:

1. the nearest public landing steps at Poole Quay, or

2. a point on the mainland that the applicant proves to the satisfaction of the admission authority that he/she can access

The total distance measured is a combination of 3 measurements using 4 points:

i) Geocoded home address point
-to-
ii) Public landing steps or other approved access point on the mainland
-to-
iii) Centre of nearest road/footpath
-to-
iv) Nearest approved school access point that is for use by pupils

4(c) If an applicant advises the admission authority that the child would or could use the Sandbanks/Studland Chain Ferry in the journey to school, then the distance will be measured

on that basis from the geocoded home address point and will include the distance travelled by the ferry.

5. If there are insufficient places to accommodate all applicants and the distance criterion is used, the school admission authority will use random allocation for applicants living an equal distance from the school (up to three decimal points) or at the same address or in the same block of flats who are eligible for the remaining places. Applicants will have their names drawn as lots to see who should be offered the place(s). The person drawing the names will be independent from the Trust.