



# Dunstable Icknield Lower School

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# DILS

  

## Admissions Policy

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Dunstable Icknield Lower School is committed to safeguarding and promoting the welfare of children and young people.



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**Central Bedfordshire Council is the admission authority for Dunstable Icknield Lower School for all places offered in Reception to Year 4.**

## **1. Admissions**

- 1.1 Admission criteria are used by an admission authority to decide in which order places are allocated where the school has more applications than places available. A school's oversubscription criteria is determined by its admission authority. The admission authority is responsible for applying the correct criteria to each application before the allocation to ensure that places are allocated in the correct order.
- 1.2 The school has an agreed admission number of 60 for entry to the Reception Year and for each year from Year 1 to Year 4.
- 1.3 The Local Authority will apply the following criteria (in the rank order shown) to decide the order in which places will be allocated when there are more requests from parents / carers than the number of places available:
  - I. All 'looked after' children or children who were previously 'looked after'
  - II. Children who appear to the Council to have been in state care outside of England and ceased to be in state care as a result of being adopted
  - III. Children living in the catchment area with siblings at the school
  - IV. Children living in the catchment area
  - V. Children living outside the catchment area with siblings at the school
  - VI. Any other children

## **2. Pupils with an Education, Health and Care Plan**

- 2.1 In accordance with the Education Act 1996, children with a Statement of SEN or Education, Health and Care Plan are required to be admitted to the academy/school named in the Statement or Plan and will be allocated a place ahead of those without a Statement of Special Education Needs or Education, Health and Care Plan in the allocation process. Thereafter the admissions criteria for each academy/school will apply to those children without a Statement of Special Education Needs or Education, Health and Care Plan. After allocations have been made, if an application is made late or is received as part of the in-year process, pupils who have a Statement of Special Education Needs or Education, Health and Care Plan are required to be admitted to the school which is named on the statement of Plan even if the school is full.

## **3. Criteria Application**

- 3.1 The admissions criteria will be applied separately and sequentially until all places are filled. Priority is not given within each criterion to children who meet other criteria.

## **4. What happens where there is more than one child in the same criterion and there are not enough places available?**

- 4.1 The distance criterion will be used as a tiebreaker in each criterion where required to determine the allocation of places.
- 4.2 The distance the pupil lives from the school which is measured in a straight line, using the local authority's computerised measuring system, with those living closer to the school receiving



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the higher priority. The local authority will measure the distance from the address point of the pupil's home to a point of the pupil's home to a point on the school site agreed with the governing board of the school.

#### 4.3 In the event of:

- a. two or more children living at the same address point (e.g. children resident in a block of flats) or
- b. two addresses measuring the same distance from the school

The ultimate tie-breaker will be random selection, using the Synergy Admissions database to allocate the place.

## 5. Measuring home to school distance

5.1 Home to school distances for admission allocation purposes will be measured along a straight line between a child's address and the relevant school/academy. The measurement is taken from the NLPG (National Land and Property Gazetteer) address point of your child's house the designated measuring point of the school.

5.1 Address point data is a nationally recognised method of identifying individual residences. This is an objective method of measuring home to school distances consistently when applying admission criteria. It does not take into account the actual or expected route a child will travel to school.

## 6. Definitions

**6.1 'Looked after' children** - A 'looked after' child is a child who is in the care of the local authority as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school.

**6.2 Previously 'looked after' children** - A previously 'looked after' child is a child who was 'looked after', but ceased to be so because they were adopted or became subject to a residence order or a special guardianship order.

Children who appear to the Local Authority to have been in state care outside of England and have ceased to be in state care as a result of being adopted A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

**6.3 Catchment Area** - A geographical area from which children are given priority for admission to the particular school. Please see <http://my.centralbedfordshire.gov.uk/mycentralbeds.aspx> for more information on school catchment areas.

**6.4 Sibling** - A sibling refers to a brother or sister, half brother or sister, step brother or sister, adopted brother or sister or fostered brother or sister where foster care has been arranged by a Local Authority or the child of the parent / carer's partner, and in every case, the child should be living at the same address. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission. In the scenario where one twin or a child from multiple birth has an EHCP, the other twin or children from multiple birth will be considered as a sibling once the school named on the EHCP has been finalised.

**6.5 Children of staff** - Permanent full or part-time staff who have either been employed at the school for two or more years at the time of application or recruited to fill a vacant post where there was a demonstrable skill shortage. The relationship to the child is defined as by blood or



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adoption or with legal parental responsibility and living with the child in the same house Monday – Friday.

**6.6 Nearest school** - The nearest school will be identified by measuring the distance the pupil lives from the school which is measured in a straight line, using the Local Authority's computerised measuring system, from the address point of the pupil's home to a point on the school site agreed with the governing board of the school, which is known as the designated measuring point. Please see [www.centralbedfordshire.gov.uk/admissions](http://www.centralbedfordshire.gov.uk/admissions) for more information on the nearest lower/primary school (Leighton Buzzard area only). Pulford VA Lower School will not be considered as a pupil's nearest school for the purposes of this policy as admission to Pulford is predominantly based on faith grounds rather than a pupil's address.

**6.7 Any other children** - Pupils who do not meet any of the higher criteria will be prioritised by the distance with those living closer to the school receiving the higher priority. Using their computerised measuring system, the Local Authority will measure the straight-line distance from the address point of the pupil's home to the designated measuring point for the school, as agreed with the school's governing board.

**For further information about how places are allocated, making an appeal, in year applications, late applications or any other aspect of the admissions process, please contact Central Bedfordshire Council.**