FLIMBY PRIMARY SCHOOL
ADMISSIONS POLICY 2026/2027

Flimby Primary School is part of Changing Lives Learning Trust. The local governing board is the Admissions Authority and acts as part of the co-ordinate scheme within the local authority. The governors of Flimby Primary School have set the planned admission number for access to all classes as 30.

AIMS

- To give children and parents as much information as possible about Flimby Primary School and the education we provide.

- To make each child's start a happy and successful one.

- To begin a partnership with parents that will be lasting.

PROCEDURES

The published admissions number (PAN) for Flimby Primary School is 30.

Parents of children already in schools in the area are asked to discuss a possible move with the Head teacher of the school which their child is currently attending. We do not encourage parents to move their children from a local school without good reason.

Children moving into the area from out of county will be able to start school as soon as possible.

Once a child has been admitted, parents are asked to keep in close contact with the class teacher to ensure that their child's transition to a new school is a smooth one.

As soon as the child starts school the school administrator requests records from the previous school.

At the time of considering applications for the Reception intake or at any other time when there are more applications than places, children will be allocated a place in order of priority given below. The criteria will be applied in conjunction with the notes below as they form part of the policy.

1. Children previously looked after by a local authority and children previously looked after outside England. *See note 1*

2. Attendance at Flimby Primary School Nursery.

3. Children resident within the school catchment area who have brothers or sisters in the school at the time of their admission giving priority to those children with the youngest siblings. *See note 2*

4. Children resident within the school catchment area giving priority to those who live closest to the school, measured by a straight line from the front door of the child's address to the main gate to the school. This will be measured using the local authority GIS system.

5. Children living outside the catchment area who have brothers or sisters in the school at the time of their admission.

6. Children living outside the catchment area, giving priority to those who live closest to the school, measured by a straight line measurement between the centre of the child's address and the main school entrance. This will be measured using the local authority GIS system.

If applications cannot be separated by applying the above criteria, Random allocation will be used as a tie-break in category 5 to decide who has the highest priority for admission. This process will be independently verified.

An exception may be made if a child has an Education, Health and Care Plan which names Flimby Primary School, as in these circumstances the school would have a statutory duty to admit the child concerned.

Note 1

A child looked after is a child in public care, who is looked after by a local authority within the meaning of Section 22 of the Children Act 1989. Children previously looked after are children who were looked after, but have ceased to be so because they were adopted (under the terms of the Adoption and Children Act 2002) or became subject to a Child Arrangements Order or Special Guardianship Order (Children Act 1989).

Advice issued by the Department for Education (DfE) in July 2021 states that a child previously looked after outside of England is one that was looked after, outside England, by a public authority, a religious organisation or another provider of care whose sole purpose is to benefit society.

For a previously looked after child to be considered under criteria 1, the parent or carer must provide appropriate written evidence to support the application. Without this evidence it **will not** be possible to consider the application under category 1 of the school's Admission policy.

Note 2

Brothers and sisters are those living at the same address and includes adopted, step and foster children. Priority will be given where it is known at the time of allocating places that a sibling will be attending the school.

In criteria 3 and 5, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school (excluding a nursery class – see note 4) at the time of admission.

Address to be used in determining priority for admission

If Flimby Primary School is oversubscribed the address of the parent or carer with whom the child normally lives will be used in the allocation process. Where a child's address is difficult to determine, for example where shared living arrangements are in place, in most circumstances, the address of the parent or carer claiming child benefit will be used.

Nursery

If you have a child in our nursery then you must make a separate application for the Reception class. A place in our nursery does not guarantee a place in our Reception class. All parents or carers of children who are due to start school will need to complete and submit an application (online or Form SA1) for a Reception place by the appropriate closing date.

Multiple Births

The governors of Flimby Primary School will ensure as far as possible that twins, triplets or those children born in the same year are not separated. Such children will be given priority in any particular category.

Fraudulent Applications

If the governors of Flimby Primary School discover that a child has been awarded a place as a result of an intentionally misleading application form from a parent/carer, for example an incorrect address, and as a result it effectively denies a place to a child with a stronger claim, then the governors may withdraw the offer of a place. The governors will reconsider the application and the right of appeal offered if a place is refused.

The Admissions Timetable

The timetable for the September 2025 application and allocation process for entry will be in line with the co-ordinated admissions scheme.

Late Applications

Applications which are received or changed after the published closing date will only be considered in exceptional circumstances. Even if there are exceptional circumstances, applications submitted after the relevant published date, contained within the co-ordinated admission scheme, will not be considered until after allocations for those parents or carers who applied on time have been made. Affected applicants will not receive an offer with other parents on national offer day, instead receiving one on 're-allocation day'.

Early, deferred or delayed entry to school

Children are entitled to a full-time place in the September following their fourth birthday but if a child who has not reached compulsory school age has been allocated a Reception place and their parent or carer wishes to defer entry to school, the place will be held open. Entry cannot be deferred beyond the point at which the child reaches compulsory school age and not beyond the beginning of the final term of the school year for which the place was allocated. Parents or carers can request that their child takes up the place part-time until the child reaches compulsory school age.

Summer-born children (children born between 1 April and 31 August) do not attain compulsory school age until the September after they would normally start school in Reception. Flimby governors will admit these children into a Reception class a year later than usual at their parents' or carers request. These children will remain eligible for their full entitlement to schooling, and will subsequently transfer to junior (where applicable) and secondary school with other children in the year group in which they have been educated, rather than with their 'chronological cohort'.

Where a summer-born child is allocated, and takes up a September Reception place, in the normal year of admission (i.e. the beginning of the academic year in which they turn 5) then subsequently attends school beyond the end of the autumn term of the admission year, an application for a Reception place for the following September will not be considered as a 'summer-born' application. In this situation the child has already commenced school and any request to be admitted out of the normal year group will be considered on its individual merits.

Parents or carers seeking early transfer should submit their request by the 31st October **in the year before** that in which they would usually apply. This will allow time for the application to be considered prior to the closing date for applications. Parents or carers will still need to submit preferences by the appropriate closing date.

Parents or carers seeking delayed entry to school or transfer to a junior or secondary school should submit their request by the same dates in the year in which they would apply if their child was transferring at the usual age. This will allow consideration of the request prior to the closing date for preferences to be submitted, allowing parents or carers sufficient time to submit preferences in the event their request is denied.