

Arbor Academy Trust Schools Davies Lane Primary School (Leytonstone) and Selwyn Primary School (Highams Park) follow the Waltham Forest admissions arrangements with the following stipulation removed as an amendment following consultation:

For primary applications, children with a brother or sister on roll in Reception to Year 6 at the time of the proposed admission up to a distance of 0.5 miles from the school if the family has moved since the last sibling was offered a place.

## **Admissions Criteria for Arbor Academy Trust Schools**

### **Special Educational Needs**

Children who have an Education, Health and Care (EHCP) Plan are placed in schools under the terms of the Education Act 1996 and the Children and Families Act 2014. They are not considered under the Admission Criteria referred to below. These children and young people will be allocated a place at the school named on the EHCP.

If there are more applications than there are places available at a school, we will use the following criteria, in priority order, to decide who should be offered a place.

Priority 1 – Looked After Children or previously Looked After Children

Priority 2 – Medical or social reasons or Children ‘At Risk’

Priority 3 – Siblings

Priority 4 – School Staff Children

Priority 5 – Distance

#### **1. Looked After Children or previously Looked After Children**

Looked after children are children who are in the care of local authorities 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. 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 arrangements order or special guardianship order, immediately after leaving care. For previously looked after children, a copy of the order under which they left care must be provided. If the child is adopted from care, you must provide a copy of the Adoption Order.

#### **2. Medical or Social reasons or Children ‘At Risk’**

Medical or social reasons can only be taken into account where information is provided by the closing date. Failure to provide such information at that stage may affect whether or not the child is allocated a place at the preferred school under this criterion. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker, psychologist or other relevant independent professional. The information must confirm the exceptional medical or social need, and demonstrate how the specified school is the only school that

can meet the defined needs of the child. In all cases the medical or social need must be permanent or long term. For medical conditions affecting the mobility of the child or parent, consideration will only be given to the school nearest to the home address. Examples of possible exceptional medical or social reasons:

- Any acute or chronic condition that would make it difficult for a child to attend any school other than the school closest to the child's address.
- Any acute or chronic medical condition that requires regular, long-term attendance at a particular medical establishment which is closest to the school named.
- A child and their family who are considered 'at risk' due to circumstances beyond the family's control such as fleeing domestic violence (housed in a refuge in Waltham Forest). Consideration may then be given for the named child to be given a school away from the area of their previous home address for safeguarding purposes.
- An existing restraining order that may put a family 'at risk' if the school were to be outside the remit of distance agreed by the courts.

### 3. Siblings

Sibling means:

- A full brother or sister
- A half brother or sister
- A step brother or sister
- A foster brother or sister
- An adopted brother or sister
- The child of a parent or carer's partner living at the same address

In all cases the sibling must be living at the same address and must still attend the school at the time of admission of the child for whom the application is being made. If you do not provide the name and date of birth of your child's sibling when you make your application we will not be able to take it into account and it will affect your child's chances of being offered a place at that school.

### 4. School Staff Children

School staff children will be given priority under this criterion:

- a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
- b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage. You should provide a letter from the school in support of your application confirming that you are employed by them and fall within this criteria.

### 5. Distance

Distance is measured using a straight line from the centre of the child's permanent address (as defined by the Local Land and Property Gazetteer) to the designated main gate of the school. If parents are separated and have equal custody then they must select one parent's address to be used for the application. Where a child lives with one of their separated parents for different parts of the week, we will consider the child's home address to be where the child sleeps for most of the school week. If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address before we can process the application.

- Distance is measured using a straight line (using the Local Land and Property Gazetteer).
- All distances will be measured in miles using a computerised mapping system called Routefinder GIS.
- If more than one applicant lives in a multi-occupancy building (for example, flats) priority will be given to the applicant whose door number is the lowest numerically and/ or alphabetically.

#### Multiple births

If the last child to be offered a place is one of multiple births, all multiple birth siblings will be admitted to the school as 'permitted exceptions' to the infant class size legislation which limits infant classes to no more than 30 children.