



## **Admissions Policy**

**2022/23**

We follow the Norfolk County Council Policy for admissions and in-year admissions to school. The school published admission number is 120.

Norfolk County Council decides on the admissions policy for all schools except academies and foundation, trust, voluntary aided and free schools which set their own.

If there are more applications for places than there are places available, we will give preference to children living nearest to the school, according to the following rules in this order of priority:

1. Children with an EHCP or statement of special educational needs naming that school
2. Children in public care or who have been adopted from public care who are due to transfer
3. Children who are due to transfer, living in the area served by the school who have a brother or sister attending the school at the time of their admission
4. Children who are due to transfer, living in the area served by the school who have no brother or sister connection with the school
5. Children who are due to transfer and have been allocated a permanent place at a Specialist Resource Base attached to the school. (Places allocated by Norfolk County Council's Placement panel).
6. Children who are due to transfer, living outside the area served by the school who have a brother or sister attending the school at the time of their admission
7. Children who are due to transfer, living outside the area served by the school and attend a feeder school at the opening date of the admission round.
8. Children of staff a) where a 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
9. Children who are due to transfer, living outside the area served by the school who have no brother or sister or feeder school connection with the school.

10. Children attending primary schools with a brother or sister at the junior school

11. Children attending primary schools with no brother or sister at the junior school. If all children within any of the above rules cannot be offered a place, the highest priority will be given to children living nearest to the school within that rule.

To determine who lives nearest, distance will be measured on a straight line “crow fly” basis, using Ordnance Survey data. The address will be measured from the post office address point on the property. In the unlikely event that distance does not separate the final two or more pupils seeking the last remaining place, a random allocation will be used to determine who is offered the final place.

Important Note ‘School’ is defined as the main school and not a learning support centre or nursery class attached to the school. This means that no priority would be given to a child from outside the catchment area who had either a brother or sister at the attached nursery class or in temporary or part-time attendance at the attached learning support centre.

The address given on the application form will be used to decide the catchment school. Children in their last year (Year 2) at an Infant or First School will be considered due to transfer.

Children attending a primary school are considered as not due to transfer and therefore their applications have the lowest priority for a place even if they live in the catchment area of the school.

Feeder school priority will only apply in the first year of entry to the school.

NOTE:

Criteria 5 only applies to schools which have a Specialist Resource Base on site. Please note that the individual admission policies for academies and foundation, voluntary aided, trust, and free schools can be found on our website at [www.norfolk.gov.uk/schoolfinder](http://www.norfolk.gov.uk/schoolfinder).