

Slough Borough Council's

Please see attached Consultation for Slough Borough Council's Proposed Admission Arrangements for Community Schools for 2021-2022.

The consultation can be also be found at <http://www.slough.gov.uk/schools-and-learning/school-admissions.aspx>.

Please email any comments to paula.doneghan@slough.gov.uk and sabi.hothi@slough.gov.uk.

The consultation will close on Friday 31st January 2020.

SLOUGH COMMUNITY SCHOOLS
PROPOSED ADMISSION ARRANGEMENTS FOR 2021 -2022

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Appendix A

Published Admission Numbers (PAN) for Slough Borough Council's Community Primary and Secondary Schools for 2021 -2022

This document sets out the published admission numbers (PAN) for Slough community primary schools for September 2021.

SCHOOL	PAN 2021
Claycots Primary (Britwell)	120
Claycots Primary (Town Hall)	120
Penn Wood Primary	90
St Mary's CE Primary (Sabi this is a Vol Controlled school)	90
Wexham Court Primary	90

Published Admission Number (PAN) for Slough Borough Council's Community Secondary Schools for 2021-2022

This document sets out the published admission number (PAN) for the Slough community secondary school for September 2021.

School	PAN YEAR 7	PAN YEAR 12 #
Wexham SCHOOL	240	20

PAN for Sixth Form external pupils only – Year 11 pupils within school have priority

PROPOSED Admission arrangements for Slough Borough Council's Community Primary schools for 2021-2022

This document sets out Slough's proposed admission arrangements for Community Primary schools for 2021-2022.

Children born between 1 September 2016 and 31 August 2017 will be expected to start in the reception class (Year R) in an Infant or Primary school in September 2021.

Parents of children who live in Slough must apply for a reception class place by participating in the coordinated reception scheme by making an online application.

Published Admission Number (PAN)

The Published Admission Numbers for initial entry to Slough's Primary community schools in September 2021 are set out in Appendix A

Primary Community Schools Oversubscription criteria

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care Plan where the school is named in the Plan, priority for admission will be given to those children who meet the criteria set out below:

1. **A Looked after child** (as defined in the Children Act 1989) or a child who was previously looked after and has left care under a Child arrangements order, special guardianship order or who was adopted. (See Appendix I for further information relating to looked after and previously looked after children)
2. **Exceptional Medical/Social need** – Applicants whose child's medical or social circumstances require attendance at a particular school rather than any other school. (See Appendix I for further information relating to exceptional medical/social need)
3. **Sibling** -Children who will have a brother or sister, including all blood half-, step-, adoptive and foster brothers and sisters of the child (not cousins) who live at the same home as the child, in the infant, linked junior or primary school in September 2021. This would not apply if the sibling were due to leave in the July before the younger child would be admitted.
4. **Children of staff** – children of any member of staff, regardless of role in the school where
 - a. The member of staff has been employed at the school for two or more years at the time of application or
 - b. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
5. **Distance** - Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school, using the LA's computerized measuring system, with those living closer to the school receiving the higher priority.

Tie Breaker

If there is one place available and two or more children next in order of priority or next on the waiting list meet the appropriate criterion equally, the place will be allocated using the distance criterion. If the distances are equal, a place will be allocated by drawing lots in the presence of an independent witness.

Parents should note that admission to reception classes is determined using the admission criteria for primary schools. **Attendance at a nursery does not guarantee a reception place at an attached infant or primary school.**

Waiting list

Slough keeps a waiting list for each school which is oversubscribed. To ensure that Slough meets its duty to continue to co-ordinate admissions beyond the offer date and comply with the parents' highest possible preference, Slough will ensure that waiting lists do not contain lower ranked preferences.

Waiting lists for Slough Community Schools will include those who have moved to the area and were unable to make an 'on time' application. Waiting lists are held in the order of oversubscription criteria, not in order of when an application is received. This means a child's position can move down as well as up following the addition of any applications that may have a higher priority.

The waiting list will be in operation until the **31 August 2021**. Slough will contact parents/carers in August 2021 to ask whether they wish their child to remain on the waiting list until **31 December 2021**. If parents/carers do not respond, their child's name will be removed from the waiting list on 31 August 2021. To remain on the waiting list beyond 31 December 2021, parents/carers will be required to complete an in-year application.

Late applications

Application forms must be received by Slough Borough Council by the closing dates stated in the published schemes. Applications received after these closing dates will be considered as late applications and will be processed after places have been allocated to applicants who applied on time. There may be exceptional circumstances where the application may be considered as on time, but these must be received by dates stated in the scheme. This also applies to any changes to the application e.g. order of school preference. (See Appendix I for further information on late applications).

PROPOSED Admission Arrangements for Wexham School for 2021-2022.

Children born between **1 September 2009** and **31 August 2010** will be expected to transfer to secondary school in September 2021.

Parents of children who live in Slough must apply for a secondary school place (year 7) by participating in the coordinated secondary scheme by making an online application.

Secondary Community Schools Oversubscription criteria – Wexham School

Should the number of applications for Wexham School by the published closing date exceed the number of places published (240) and after the admission of pupils with an Education, Health and Care Plan where the school is named in the Plan, priority for admission will be given to those children who meet the criteria set out below:

- 1. A Looked after child** (as defined in the Children Act 1989) or a child who was previously looked after and have left care under a Child arrangements order, special guardianship order or who were adopted. (See Appendix E for further information relating to looked after and previously looked after children)
- 2. Exceptional Medical/Social need** – Applicants whose child's medical or social circumstances require attendance at a particular school rather than any other school. (See Appendix E for further information relating to exceptional medical/social need)
- 3. Sibling** - Children who will have a brother or sister, including all blood half-, step-, adoptive and foster brothers and sisters of the child (not cousins) who live at the same home as the child on roll, at the Heathland School in September 2021. If the older child is year 11 or year 12 at the time of application, the LA will ask the school whether it is expected that s/he will still be attending the school in September 2021.
- 4. Children of staff** – children of any member of staff, regardless of role in the school where
 - a. the member of staff has been employed at the school for two or more years at the time of application or
 - b. the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
- 4. Distance** - Where there are more applications that meet this criterion than there are places in the school, priority will be given to those children who live nearest to the school, with the distance from home to school being measured using a computerised mapping system (See Appendix E for further information)

Tie Breaker

If there is one place available and two or more children next in order of priority or next on the waiting list meet the appropriate criterion equally, the place will be allocated using the distance

criterion. If the distances are equal, a place will be allocated by drawing lots in the presence of an independent witness. (See Appendix E for further information on distance measurement).

Waiting list

Slough will maintain a waiting list for Wexham School. To ensure that Slough meets its duty to continue to co-ordinate admissions beyond the offer date and comply with the parents' highest possible preference, Slough will ensure that waiting lists do not contain lower ranked preferences.

The waiting lists will include those who have moved to the area and were unable to make an 'on-time' application. The waiting list will be held in the order of oversubscription criteria, not in order of when an application is received. This means a child's position can move down as well as up following the addition of any applications that may have a higher priority.

The waiting list will be in operation until the **31 August 2021**. Slough will contact parents/carers in August 2021 to ask whether they wish their child to remain on the waiting list until **31 December 2021**. If parents/carers do not respond, their child's name will be removed from the waiting list on 31 August 2021. To remain on the waiting list beyond 31 December 2021, parents/carers will be required to complete an in-year application.

Late applications

Application forms must be received by Slough Borough Council by the closing dates stated in the published schemes. Applications received after these closing dates will be considered as late applications and will be processed after places have been allocated to applicants who applied on time. There may be exceptional circumstances the application may be considered as on time but must be received by dates stated in the scheme. This also applies to any changes to the application e.g. order of school preference. (See Appendix E – for further information on late applications)

Admission to Wexham School sixth form

The school will consider the following factors before deciding to offer a student a place in the Sixth Form:

- The GCSE point score in the students best 8 subjects
- The GCSE grade criteria for individual A level subjects (details are set out on the school website).
- That there are sufficient places available on the proposed course(s) of study.

- Courses will only be offered subject to demand and staff availability.
- First priority will be given to Year 11 students from within the school and then to external applicants subject to availability of places.
- It will not be permitted for students to repeat the same courses having been unsuccessful at the first attempt. We admit students who are currently in Year 11 and who are progressing to Year 12.

PROPOSED Admission Arrangements for In-Year applications for 2021 – 2022

In-Year Admission – Primary and Secondary

The following applications will be treated as in-year admissions during 2021-22

- applications for admission to Reception which are received after 1 September 2021;
- for any school which has a published admission number PAN for Year 3, applications for admission to Year 3 which are received after 1 September 2021;
- applications for admission to Year 7 which are received after 1 September 2021;
- all applications for admission to Years 1 to 6 and 8 to 11.

Applications for places at Slough's maintained primary and secondary schools, must be made to the local authority on Slough's Common Application Form. Where there are more applications than places available, each community school application will be ranked in accordance with the published oversubscription criteria for each school.

1. **A Looked after child** (as defined in the Children Act 1989) or a child who was previously looked after and has left care under a Child arrangements order, special guardianship order or who was adopted. (See Appendix E for further information relating to looked after and previously looked after children)
2. **Exceptional Medical/Social need** – Applicants whose child's medical or social circumstances require attendance at a particular school rather than any other school (See Appendix E for further information relating to exceptional medical/social need).
1. **Sibling** - Children who will have a brother or sister, including all blood half-, step-, adoptive and foster brothers and sisters of the child (not cousins) who live at the same home as the child, in the infant, linked junior or primary school or secondary school in September 2021. This would not apply if the sibling were due to leave in the July before the younger child would be admitted. The LA will ask the school whether it is expected that s/he will still be attending the school in September 2021.
2. **Children of staff** – children of any member of staff, regardless of role in the school where
 - a. the member of staff has been employed at the school for two or more years at the time of application or
 - b. the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
5. **Distance** - where there are more applications that meet this criterion than there are places in the school, priority will be given to those children who live nearest to the school with the distance from home to school being measured using a computerized mapping system. (See Appendix E for information.)

Protocol for admitting children under the In-Year Admission Arrangements for 2021-2022.

Applications

1. Applications from Slough and non-Slough residents for a school place in a primary or secondary school in Slough must be made directly to Slough School Admissions Team.
2. The In-Year Common Application Form is available directly from the Slough School Admissions Team or can be downloaded from the Slough website.
3. Slough residents applying for places at maintained schools and academies outside Slough will need to apply directly to the LA in whose area the school is situated.
4. The admission authorities within Slough will not use supplementary forms except where the information available through the In-Year Common Application Form is insufficient for consideration of the application against their published oversubscription criteria.
5. Where supplementary forms are used, they will be available from the school concerned. Slough's admission brochure and website will indicate which schools require supplementary forms to be completed and from where they can be obtained.
6. Where an admission authority in Slough receives a supplementary form, it will not consider it to be a valid application until such time as the parent/carer has listed the school on Slough's In-Year Common Application Form.
7. Where only the School Admissions Application Form is received, schools MUST rank the applications according to the information available to them.
8. Applicants will be able to express a preference for a maximum of three schools within Slough.
9. The order of preference given on the In-Year Common Application Form will not be shared with any school.
10. Slough will carry out address verification for each application made to a maintained school or academy in Slough. Where Slough is not satisfied as to the validity of an address of an applicant it will advise the admission authority schools.
11. Slough will check the status of any applicant who is a 'looked after or was previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.'
12. Applicants who are new to the country or have recently returned to the country, will need to bring their children to the Slough Civic Centre in order to make their application in person. Slough will undertake documentation and address verification checks to ensure eligibility.
13. Slough will consider requests for admission outside of a child's normal age group. Requests should accompany the application for the child's normal year of entry and be supported by documentation from a professional. Each case will be considered on its own merits and whether the individual circumstances make this appropriate on educational grounds.

Processing

14. Parents/carers applying for schools in Slough must complete and return the In-Year Common Application Form to the Slough School Admissions Team.
15. Where an application is not fully completed, Slough will not treat the application as valid until all information is received.
16. If a pupil is currently on roll at a school in Slough or a school in a neighbouring borough, the Slough School Admissions Team will advise the parent/carer to discuss the transfer with the Headteacher or senior teacher at the school.

Offers

17. If a school has a vacancy, it is expected that an offer of a place will be made to the child entitled to that place in accordance with the published oversubscription criteria. Slough will offer places at community schools and will also make offers on behalf of own admission authority schools should they so wish.
18. Slough will write to parents who have not been offered a place at any of their preferred schools giving reasons and informing them of their right of appeal to an independent panel in accordance with the School Standards and Framework Act 1998.
19. Slough will notify the Home LA of the outcome of applications for their residents.
20. When a child has been offered a place at a higher preference school, the lower ranking preferences will be withdrawn.
21. When a child has been offered a place at a lower preference school, the higher preferences will also be withdrawn unless the parent indicates otherwise. Only where a parent/carer has expressly set out that they wish to be put on the waiting list of those schools which are a higher preference will this be done.
22. Where a home applicant who is out of school cannot be offered a place at one of their named preferences, Slough will offer the nearest community (or own admitting authority if the governors have agreed to this) school to the home address with an available place.
23. Where it is known that a non-Slough resident is out of school and cannot be offered a place at one of their named preferences, Slough will notify the home LA who will be responsible for identifying a school place for the child.

Post Offer

24. Parent/carers will be expected to accept or decline the offer of a place as soon as possible. Parents must be given a reasonable amount of time to consider the offer (5 school days).

25. Where a parent does not respond within this time frame Slough will make every reasonable effort to contact the parent to find out whether or not they wish to accept the place. Where the parent fails to respond the offer of a place will be withdrawn.
26. Slough will notify the home LA of any appeals that are upheld for Slough schools.
27. Children will remain on the waiting list until the end of the academic year in which the application was made for any higher preference than the school offered.
28. Schools will be required to provide a weekly roll update so that it is clear on a week by week basis where there are vacancies across all schools and year groups.
29. When a child leaves a Slough school, the school must advise the Slough School Admissions Team of their name and the child's future educational provision.

Transferring between Schools

30. Parent/carers wishing to move their children between local schools will be encouraged to discuss their reasons with their current school.
31. Parent/carers need to be aware of and consider the potential impact that any move might have on the education and wellbeing of their child(ren). This includes where the move is due to a change of address.
32. Where a parent/carer insists on a transfer, the admission authority must consider the application in accordance with the admission criteria of the school.

Fraudulent Applications

33. The address provided must be that where the parent/carer with legal responsibility for the child live. However this address may not be used if it considered to be an address of convenience. Further information regarding home address can be found in the guidance in Appendix I.

Guidance for Admission Arrangements for Reception Transfer and Year 7 for 2021-2022.

a) Looked after and previously looked after children

In the admission arrangements for all schools looked after and previously looked after children will be considered to be: -

A looked after child, as defined by Section 22(1) of the Children Act 1989, is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions for England and Wales. Priority is also given under this criterion for looked after children who ceased to be so because they:

(i) Were adopted under Section 46 of the Adoption and Children Act 2002

(ii) Became subject to a child arrangements order under Section 8 of the Children Act 1989, as amended by s12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order, which settles the arrangements to be made as to the person with whom a child is to live.

(iii) Became subject to a special guardianship order under Section 14A of the Children Act 1989, which is an order appointing one or more individuals to be a child's special guardian(s).

Please note that adopted children must be looked after by an English or Welsh Local Authority. Places will be allocated under this criterion when places are first offered.

b) Exceptional Medical/Social Need

All Slough schools have experience of dealing with children with different social and medical needs. Occasionally there will be a very small number of children for whom exceptional medical social or medical circumstances will apply which will warrant a placement at a particular school.

Medical or social priority would normally only be given in exceptional circumstances if the child or a close family member has an illness or disability, or if there are any other exceptional social reasons, which means that one school is more suitable than another. Medical applications are considered on

a case by case basis, the intention of the criteria is that it should normally only be applied to children who need to attend their nearest school.

The request for the admission authority to consider medical and social need priority must be submitted at the same time as making your application.

The application must be supported by compelling written evidence from a suitable professional such as a hospital consultant, a social worker or health visitor that sets out the particular reasons why this school is the most suitable and the difficulties that would be caused if the child had to attend another school. This must be submitted at the time of the original application.

If the school is not the closest to home, the professional must set out in detail the wholly exceptional circumstances for attending this school and the difficulties if the child had to attend another school. Providing evidence does not guarantee that a child will be given priority at a particular school, and in each case a decision will be made based on the merits of the case and whether the evidence demonstrates that a placement should be made at this school over any other.

c) Distance criterion

Distance will be measured in a straight line from the front door of the child's home address (including flats) to the main entrance of the school, using the LA's computerised measuring system, with those living closer to the school receiving the higher priority.

d) Home Address

The address used in an application must be that where an adult or adults with legal responsibility for the child live, as described in the admissions policy. However, we may not use this if we consider it to be an address of convenience.

All school admission applications are subject to address checks to ensure school places are allocated fairly and in accordance with published admission arrangements. These checks may be made using council systems, agencies, fraud departments, other education settings, or other resources available to us. Applicants may also be asked to provide additional evidence to support their application.

We will not accept possible future addresses as a basis for allocating school places. If you move after submitting your application you must inform the School Admissions Team within two weeks of your move so that your application is considered using the correct address for school admission purposes.

It is for the home Local Authority to determine if, on the balance of probability, the address given on an application is a child's normal place of residence or is considered to be an address of convenience. Some examples of circumstances which may be considered an address of convenience are:

- using the address of a relative, friend, childminder or business
- using the address of a parent with whom the child spends the minority of the week * see shared or joint residence
- purchasing a new property or renting accommodation and using this address in order to gain a school place, whilst continuing to own or rent an alternative property.
- owning a property which is or has previously been used as your home address and applying from another address in order to gain a school place, but still retaining ownership of the initial property
- use of a local address whilst the child lives overseas * see applications from abroad

In making a decision, the following factors will be taken into account alongside any evidence seen during the address checking process:

- the preference schools and if they are oversubscribed
- if the address being used gains an advantage in the admissions process
- the distance of the properties to the preference schools
- the length of time the arrangement has been in place
- current education providers and services working with the family

- any state benefits in payment

If an address of convenience is found to have been used, the home Local Authority will determine the address to be used based on the evidence found in their investigations. Where this address or preference schools fall within another Local Authority, they may be consulted in the decision.

If a fraudulent address or address of convenience is found to have been used after the allocation of places, any offer made will also be withdrawn, and this may be the case even if your child has started at the school.

If you are not registered to pay council tax, either because you are not liable or have recently moved, you will be asked to provide:

- A mortgage statement/tenancy agreement

and two of the following:

- Recent utility bill – gas/electricity/water/ TV licence
- Credit card statement
- Driving licence
- Entitlement to benefits letter e.g. Child Benefit (pages 1&2)/Child tax credit/Housing benefit/Income support/ Jobseekers allowance
- Inland Revenue document
- Pay slip/P45/P60 (not more than 1 of these)
- Car/House Insurance certificate
- NHS medical card/GP registration
- Electoral register
- A letter confirming placement at your address from Social Services/National Asylum Support Service/United Kingdom Border Agency/Housing Department.

Any proof of address provided must show **the full name and match the details provided at the time of application.**

Any supporting information not in English language must be accompanied by a certified translation.

If we are not satisfied with the documentation provided, we reserve the right to ask for additional evidence of the address used for your application.

Shared or joint residency

Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. The declaration (including the addresses of both parents) must be submitted at the time of making the original application.

If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received and the residence is split equally by the closing date for applications, Slough will consider the address of the parent who is in receipt of Child Benefit or if Child Benefit is not

being received, the address at which the child is registered with a doctor (GP.) You must send us a copy of your latest benefit entitlement notice or your child's medical card. We may also ask for further evidence if required.

If the residence is not split equally between both parents then the address used will be the address where the child spends the majority of the school week. It is for the home Local Authority to determine the address to be used for the allocation of a school place

e) Applications from abroad

This policy does not apply to Crown Servants, who are dealt with under the statutory provisions of the School Admissions Code * see Members of UK Armed Forces and Crown Servants.

Applications with an overseas address will not be accepted for processing unless we are satisfied that there is evidence of a link to an address in the London Borough of Slough. Such a link should satisfy the terms under the child's home address, and must **not** be the address of a friend, relative or other address of convenience unless there is evidence it will be a permanent arrangement. It is for the Local Authority to determine whether there is a link to an address.

Where we are satisfied that there is evidence of a link to an address in the London Borough of Slough, we will also need to be satisfied that the child will be resident at the address used on the application on or before the date of admission (1 September.) Evidence must be submitted to verify this. Evidence might include

- Booked flights
- End of lease /notice to tenants in property
- Start of employment contract in London/SE area
- End of employment contract abroad

If you do not return to the linked address by 1 September, Slough will withdraw the application and any offer of a school place.

f) Members of the UK Armed Force and Crown Servants

Applications will be accepted for children of families of UK Service Personnel and Crown Servants. Families of UK Service Personnel and other Crown servants are subject to frequent movement within the UK and from abroad. An official letter from the MOD, FCO or GCHQ should be submitted with the application detailing relocation date and a unit postal address or quarters in Slough and we will arrange for that address to be used throughout the admission process.

g) Appeals

In the event that it has not been possible to offer a place at any of the preferred schools listed on an application, the applicant will be advised of the reason and their right of appeal. For Slough Community Schools, appeals will be heard in accordance with the provisions of the Schools Standard and Framework Act 1998 and the Education Act 2002, together with the Schools Admissions Appeal Code. Appeals will be heard by an independent appeals panel who will adjudicate on all appeals.

h) Special Educational Needs (SEN)

Children with an Education, Health and Care plan (EHCP) that names a school will be allocated a place before other children are considered. In this way, the number of places available will be reduced by the number of children with a Plan that has named the school.

i) Starting Reception – Children below compulsory school age

Summer born – delayed admission

Parents of summer born children (born between 1 April and 31 August) may not want their child to start school until the September following their fifth birthday. However, these applications will be considered for Year 1 not Reception. If a parent wants their application to be considered for Reception, they may **request** that they are admitted outside of their normal age group – to reception rather than year 1.

The request must be made at the same time as making the online application for the child's actual age group and supporting documentation uploaded using the document type – out of cohort. If the request is not made at the same time as the online application, we may not be able to consider this at a later date.

Parents are encouraged to discuss how their child's needs can be met in the Reception class at age 4 with the Headteacher.

Children can access their reception year in any setting that is registered with Ofsted and meets the Early Years Foundation Stage Framework statutory requirements. This can be a childminder, pre-school, Day Nursery, or school reception class.

The admission authority for each school will decide based on the circumstances of the case and in the best interests of the child. The request must set out the reasons why the request is being made and must be accompanied with relevant evidence which may include;

- the parents' views
- recent information about the child's academic, social and emotional development
- recent medical history and the views of a medical professional
- whether they have previously been educated out of their normal age group
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely, and

The views of the head teacher will be an important part of this consideration. We will also gather information from any professionals involved with the child e.g. nursery education provider, educational psychologists, to consider whether any of the following apply;

- whether the child shows significant delay in intellectual development/education skills, across all subject area, to an extent that curriculum differentiation (with appropriate SEN resources) is not reasonable
- whether the child's physical maturity places them in a position of being developmentally different from their peer group
- whether the child shows an equivalent delay in emotional development and social skills, appropriate for a younger peer group

The application will be processed and a school place will be secured. This place can later be withdrawn if the request for delayed admission is approved. If it is agreed that the child can delay entry, a new application will need to be made for the following September and this will be considered along with all the applicants for admission in that year. It is not possible to reserve a place for the following year. Therefore, there can be no guarantee of a place being available at the school, as this is dependent on the number of applicants that year. The decision will be reviewed once the child has started school at intervals agreed by the family and the school.

If the request is not agreed, parents must decide whether to accept the place offered in the child's normal age group or refuse it and make an in-year application for the September following the child's 5th birthday.

Parents have a statutory right of appeal against the refusal of a place at a school for which they have applied. This right **does not** apply if the child is offered a place at the school but it is not in the preferred age group.

Deferred Admission

Parents may also request to defer their child's start for a term or two (until they are of compulsory school age.) Applications must be made online as usual by the closing date. Once a school place has been allocated, parents will need to write to the Headteacher to arrange the deferred admission.

The table below shows you the options available

<p>Children with their fifth birthday between 1 September and 31 December (autumn born)</p>	<p>Compulsory school age from the following January:</p> <p>A school place will be available from the September but can be deferred until January – the school place will be held once parents have agreed this with the school.</p>
<p>Children with their fifth birthday between 1 January and 31 March (spring born)</p>	<p>Compulsory school age from the following April:</p> <p>A school place will be available from the September before this but can be deferred until January or April — the school place will be held once parents have agreed this with the school.</p>
<p>Children with their fifth birthday between 1 April and 31 August (summer born)</p>	<p>Compulsory school age from the following September (which is then year 1 not reception):</p> <p>A school place will be available from the September before this but can be deferred until January or April — the school place will be held once parents have agreed this with the school.</p>

The child must take up the school place that has been allocated within this year group. If they do not take up the place, they will need to reapply again and the child will be allocated a place in Year 1 (not Reception.)

Part-time admission

Reception class places are allocated as full time from the September after the child's fourth birthday. However, parents may choose to consider part time admission. This may be preferable to deferring the child's entry until later in the school year as this will give them the opportunity to settle in gradually and start to make friends at the same time as other children in the class. Parents will need to discuss this with the Headteacher so that the child's experiences, readiness for school and individual needs can be understood and the Headteacher can plan how they can fit part-time admission into the organisation of the school

Applications must be online as usual by the closing date.

i) Admission of children outside their normal age group

Slough will consider requests for admission outside of a child's normal age group. Requests should accompany the application for the child's normal year of entry and be supported by documentation from a professional for consideration. Each case will be considered on its own merits and whether the individual circumstances make this appropriate on educational grounds. Such requests will only be agreed in exceptional circumstances.

j) Twins, Triplet and other children of multiple births

In the event that the school has one place to offer and the next child on the waiting list is one of twins, triplets or other children of multiple births, the Local Authority will offer both twins, all triplets or children of multiple birth a place even if this means temporarily going over the published admission's number.

k) Late applications

If there is a good reason why the applicant could not submit/apply on time such as moving into Slough after the closing date, bereavement, hospitalisation or serious illness and they believe the late application should be considered 'on time', they must submit evidence to support the reasons for lateness with the application form. Decisions will be made considering each case on its own merits.

Slough Scheme for Co-ordination of Admissions for 2021-2022

Timetable for Admissions to Reception/Junior in 2021-22

Friday 15 Jan 2021	Statutory deadline for receipt of applications
Friday 5 Feb 2021	Deadline for the transfer of application information by the Home LA to other LA's (ADT file)
Wed 10 – Wed 24 Feb 2021	Checking of application data
Fri 26 Mar 2021	Deadline for the transfer of potential offer information from the Maintaining LAs to other LA's (ALT file).
Mon 29 Mar – Friday 9 Apr 2021	Checking of offer data
Wednesday 14 Apr 2021	Deadline for on-line ALT file to portal
Friday 16 April 2021	Email sent after 1pm of online applicants. Offer letters posted.
Friday 30 April 2021	Deadline for receipt of acceptances
Friday 7 May 2021	Deadline for transfer of acceptances to maintaining LAs

Secondary time table 2020-2021

Friday 30 Oct 2020	Statutory deadline for receipt of applications
Wed 18 Nov 2020	Deadline for the transfer of application information by the Home LA to the PLR (ADT file).
Mon 21 Dec 2020 – Thurs 2 Jan 2021	Checking of application data
Mon 8 Feb 2021	Deadline for the transfer of potential offer information from Maintaining LAs to other LA's (ALT file)
Fri 12 Feb 2021	Final ALT file to other LA's
Mon 15– Mon 22 Feb 2021	Checking of offer data
Thursday 25 Feb 2021	Deadline for on-line ALT file to portal
Mon 1 Mar 2021	Online offers sent (after 1pm) Offer letters posted.
Mon 15 Mar 2021	Deadline for return of acceptances
Mon 29 Mar 2021	Deadline for transfer of acceptances to maintaining LAs

