Bligh Primary School

Admissions Policy – 2028/29

Policy reviewed by:	Mr. C Markham
Policy date:	September 2026
Policy review date:	February 2028

Admission Arrangement and Over-subscription Criteria Arrangements as Determined:

ADMISSIONS POLICY FOR: Bligh Primary School September 2028

Bligh Primary School takes in children from 2-11yrs (including Nursery and Pre School) with inclusive provision.

The main principle of admission to Bligh Primary School is to maintain the character of the school serving its community. Bligh Primary School is an inclusive school that welcomes children from all backgrounds and abilities.

There is no guarantee of a place for any child meeting our oversubscription criteria. Admission to our school is not dependent upon any 'voluntary' contribution. The school participates in the Local Authority co-ordinated scheme and all deadlines within that should be adhered to by applicants.

As required in The School Admissions Code 2021, all schools must have oversubscription criteria for each 'relevant age group' and the highest priority must be given, unless otherwise provided in the code, to looked after children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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). All references to previously looked after children in the code mean such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Home address: Proof of residence will be required by the co-ordinated scheme. The offer of a place may be withdrawn if proof of residency is not met. Where a child lives part of the week with one parent and part with another member of the family, the 'home address' will be considered to be the residence where the child spends at least three nights of the school week each week.

ADMISSIONS PROCESS

Detailed information and guidance about the admissions process is available online at www.medway.gov.uk in the form of a digital information guide.

The level of ability of a child or any special needs that s/he may have plays no part in the admissions policy of this school where we are properly equipped to deal with the needs of the child.

Bligh Primary School meets the agreed criteria concerning the delivery of the Foundation Stage of Learning in accordance with the Local Authority's policy and will admit four-year olds to the Foundation Stage Classes in one intake in September. The children due to be admitted during the academic year 2028/2029 are those born between the 1st September 2023 and 31st August 2024. However, children reach compulsory school age at the start of the term following their fifth birthday.

Maritime Academy Trust

Maritime Academy Trust

Parents are not obliged to start their child at Bligh Primary School until the beginning of the term after the child is five. Therefore, parents who have been offered a September place may ask to defer their child's admission until the beginning of the spring term without losing the offer of a place. Parents of children with summer term birthdays (1 April to 31 August 2024) may ask to start their child in Year 1 in September 2029 but the reception place will not be saved. Parents will have to re-apply for a Year 1 place.

The Planned Admission Number (PAN) for the year commencing September 2028 will be 90 for Reception Year.

The Planned Admission Number (PAN) for the year commencing September 2028 will be 90 for Year 3.

IMPORTANT NOTE
Parents should be aware that Bligh Infant School and Bligh Junior School are registered as two different schools by the Department for Education. As such, parents **MUST** apply for a Year 3 place if they are intending for their child to move from Infants (KS1) to Juniors (KS2). This application is online at www.medway.gov.uk/onlineadmissions

There are 90 places available for children in 2028-2029 for children in Year 3.

It should be noted that admission to Bligh School Nursery does not constitute admission to Bligh Primary School; nor does attendance at the nursery class give priority to admission to Bligh Primary School.

CASUAL/IN-YEAR ADMISSIONS
Any family wishing to apply for a place at Bligh Primary School will need to complete a casual admission application form available from the school, or by completing the Medway Council application form (IYCAF).

OVERSUBSCRIPTION CRITERIA
Where the number of applications received via the Medway co-ordinated scheme exceeds 90, the PAN, places will be allocated in the following priority order:

- Children in public care/looked after children and previously looked after children - as defined in the Medway Council Co-ordinated admissions scheme;

  (A "looked after child" or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order* including those who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted.
  A looked after child 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 (see the definition in Section 22(1) of the Children Act 1989).
  *An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 12 adoption orders). A "child arrangements order" is an order settling the arrangements to be made as to the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a "special guardianship order" as an order appointing one or more individuals to be a child's special guardian (or special guardians)).

- ❖ Bligh Junior School - Year 3 entry only. Priority will be given to those who already attend Bligh Infant School.
- ❖ Current family association - (a brother or sister in Bligh Primary School at the time of application and still attending in September 2028),
- ❖ Child's health reasons - medical evidence must be provided which demonstrates a specific health reason which requires a child to attend Bligh Primary School as the preferred school,
- ❖ A child can be considered under this criterion where a member of Teaching Staff has been employed at the school for 2 or more years at the time the application is made. Teaching staff means staff employed and salaried as Teachers and Teaching Assistants but does not include voluntary staff,
- ❖ Nearness of children's homes and ease of access to Bligh Primary School (In the event of a tie within any criterion, before the last criterion, places will be allocated to those living closest to the school measured by the shortest available walking route.)

Evidence of residence may be required.

In cases of over subscription, parents can ask for the children's names to be placed on a waiting list held by Bligh Primary School.

The children will be ranked according to school's over subscription criteria and the Local Authority co-ordinated scheme and not according to the date when the child's name was added to the list.

Should there be an oversubscription an Admissions Committee comprising of the Local Academy Council, with the Head of School in attendance, will meet to review each case independently.

RIGHT OF APPEAL
If having applied the oversubscription criteria, the school is unable to offer a place; parents will be contacted in writing and advised of the reason why a place could not be offered. Parents wishing to appeal should write to the Clerk to the Appeal Panel at the school and appeal papers will be forwarded on request. These should again be returned to the Clerk to the Appeal Panel at Bligh Primary School and the closing date on the forms must be adhered to.

REVIEW
The Admissions Policy will be reviewed annually by the Full Trust Board.

LEGISLATION
Academies are required by their funding agreements to comply with the Code and the law relating to admissions, though the Secretary of State has the power to vary this requirement where there is demonstrable need.

(School Admissions Code: Mandatory requirements and statutory guidance for admission authorities, governing bodies, local authorities, school adjudicators and admission appeals panels: September 2021).

Nursery Admissions Eligibility
Priority for places will be for children eligible for free early education place.
https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds.

For children aged 2 years old, this is children from families in receipt of disability living allowance or the specified range of income related benefits, or who are looked after (in public care) or adopted. Where there are available places, these will be offered to children of families not eligible for a free place, and a fee will be charged.

Age of Admission

- Children will not be admitted before the age of two years.
- Admission will be at the beginning of the major school term after the child's 2nd birthday.
- Admission will allow for an appropriate settling in process, including home visits and proper transition.

Application Process

- Parents requiring a place for their child should complete the school's nursery application form. Nursery application forms will be available to any parent on request.
- Decisions about admissions will be taken by the Head of School/ Assistant Headteacher– for all the available places.
- Where there are more applications than available places, the published oversubscription criteria should be used to determine who will be allocated places.
- Parents will be informed of the outcome of their application the term before their child is due to start school.

If places remain unallocated after this process, then in-year applications will be considered by the school.

It should be noted that admission to the Bligh Primary School Nursery **does NOT** constitute admission to Bligh Primary School, nor does attendance at the nursery give priority to admission to the primary school.

Over-subscription Criteria

The over-subscription criteria for the nursery will be based upon the same criteria used for determining admission to Bligh Primary school.

Priority will be given first to children who are Looked After / in public care and those receiving free early education places. If oversubscribed the following criteria apply

1. **Current family association/sibling** (a brother or sister in the nursery class, or in the primary school, at the time of entry)

2. **Child's health reasons** (for which a medical certificate may be needed)

3. **Nearness of children's homes** (with places offered to those living closest to the school by the shortest available safe walking route)

Home address

It is at the discretion of the Headteacher to determine whether a child cared for by a relative or registered childminder should be admitted on the basis of the carer's home address. However, it must be noted that for admission to the primary school the address used must be the child's normal place of residence.

Appeals Process

There is no statutory right of appeal against a decision with regard to admission to a nursery class. Parents wishing to object to a decision concerning their application should in the first instance put their concerns to the Headteacher.

Fees and Charges

For those families eligible for a free early education place, there will be no charge.
For those not eligible for a free place, a charge will be made.
Details of charges are available from the school office.

Advice and guidance

Schools and parents may contact the early years and childcare service for advice and guidance on any aspect of nursery education – 01634 335566