



## **Oasis Academy Byron In-year Admission Arrangements for 1 November 2021 until 31 August 2022**

### **Introductory statement**

Oasis Academy Byron is an academy where all young people are given the opportunity they deserve to make excellent progress and fulfil their full potential. Oasis Academy Byron is a fully inclusive primary academy, accepting children of all abilities, of any faith or none.

### **Application process**

We welcome initial enquiries from parents and carers who would like information regarding admission to the Academy in-year, and our waiting lists.

In the first instance, please contact our office regarding admissions by telephone number 020 8668 4877 or email address to [byron@oasisbyron.org](mailto:byron@oasisbyron.org) or call into the school reception between 8.30 and 3.30 p.m.

Arrangements for applications for places are administered by Croydon Council, who you can contact by telephone number 020 8726 6400, via the online portal at

<https://www.croydon.gov.uk/contact-us/message-us> or at Bernard Weatherill House, 8 Mint Walk, Croydon CR0 1EA.

### **Waiting lists**

As the academic year has now begun, it may be that you will need to join Oasis Academy Byron's waiting list. The waiting list is held and maintained by Croydon Council.

### **Oversubscription criteria and Tie Break**

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

1. Looked after children and all previously looked after children and immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order. This includes those children who appear to Oasis Community Learning 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).
2. Siblings: children with a brother or sister who is reasonably expected to be in attendance at the school at the time of enrolment of the new pupil

A sibling is defined as a brother or sister, half brother or sister, step brother or sister, foster brother or sister or adopted brother or sister whose main residence is at the same address. In the event of two applications for one vacancy using the above criteria, the Authority will apply a tie breaker decision based on geographical distance.

3. Medical: children with serious medical reasons for needing to attend a particular school. For primary age children, a serious and continuing medical condition of a parent which would prevent them taking their child to school may also be relevant.

Supporting evidence should set out particular reasons why the academy is the most suitable and the difficulties that would be caused if the child had to attend another school. The medical reasons must be verified in a written statement by a GP or consultant and declared at the time of application if known at the time.

Claims for priority of admission on medical grounds will not be considered if submitted after a decision on the original application has been made. The decision to prioritise children on these grounds will be determined via the academy governing body or nominated panel.

Evidence for social grounds must be presented in writing from a social work professional. All applications must demonstrate that there is a very specific connection between the child's medical/social need and the Academy requested.

4. Distance: priority will be given to Children living closest to the school as measured in a direct line from the home address to the school

"Home" is defined as the address where the child normally resides as their only or principal residence. Addresses involving child minders, business or relatives cannot be considered. Parents will be asked to provide documentary evidence to confirm an address and parental responsibility.

The LA should be notified of changes of address immediately.

The Academy will use the equal preference model, through the Local Authority, for deciding which school/academy is offered. This means that all school preferences are considered together and the admissions criteria applied equally. The rank or order of preference will be used only if it is possible to offer more than one of the preferences. The highest ranked potential offer will be offered.

The distance will be measured in a straight line from the child's home address to the designated entrance(s) of the school using a computerised measuring system (GIS) and geographical reference points as provided by the National Land and Property Gazetteer (NLPG). Those living closer to the school will receive higher priority.

If a child lives in a shared property such as flats, the geographical references will determine the start point within the property boundaries to be used for distance calculation purposes.

**Tie Breaks** - Where there are more applications than there are places remaining within a particular category, the direct line distance from home to school will be used as a tie-break.

Where distance is the same for two or more applications the authority will use random allocation. If there are more applicants than there are places remaining within a particular category, random allocation will be used to allocate the final available place(s). Random allocation process will be independently verified.

### **Admission of children outside their normal age group**

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested, and the year group in which they wish their child to be allocated a place.

Subject to any provisions in the LA's co-ordinated admission arrangements relating to applications submitted for years other than the normal year of entry, the Academy must consider all such applications. If the year group applied for has a place available the Academy must admit the child and notify the local authority of both the application and its outcome, to allow the local authority to keep up to date figures on the availability of places in the area.

If more applications are received than there are places available, the oversubscription criteria shall apply. Parents/carers whose application is turned down are entitled to appeal

When such a request is made, the academy trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the Principal and any supporting evidence provided by the parent.

In the first instance, please contact the school office.

### **Notification of outcome**

Croydon Council will notify parents of the outcome of their application in writing within 15 school days. Where an application is refused, the LA will set out the reason for refusal and information about the right to appeal.

### **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should contact for information on how to appeal.

For organising and hearing admissions appeals the key dates for 2021/22 can be found on the Croydon website. For in-year applications, appeals are heard within thirty school days after being lodged. Where an appeal is submitted after the deadline, the appeal may be heard at a later date.

### **Notes/Definitions**

#### **Looked after children**

Looked after children are those who are in the care of a local authority or provided with accommodation by that authority under section 22 of the Children Act 1989. 1989 Children's Act

In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school. Applicants can provide evidence demonstrating their child was previously in care to an institution acting as a Local Authority, or an organisation that supports the best interests of the community/child. In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child, confirming that they were looked after immediately prior to that order being made, or such evidence that demonstrates a child was in state care outside of England prior to being adopted.

#### **Home address:**

The home address is where the child spends the majority of their time and is living with the person who has parental responsibility as the main 'carer', as defined in section 576 of the Education Act 1996.

The LA will not accept more than one address as the child's home address. Where a child regularly lives at more than one address the Local Authority will have to reach a conclusion about which should be counted as the main address when allocating places, taking relevant evidence into account. Normally this will be the address where the child is registered with a medical GP. Where parents or carers are living separately and do not agree on the child's home address they are urged to reach an agreement. If this does not happen the Local Authority will determine the address used for allocating a school place.

#### **Sibling:**

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.

#### **Medical and Social Need:**

'Social need' does not include a parent's wish that a child attends the school because of a child's aptitude or ability or because their friends attend the school. 'Medical need' does not include mild medical conditions.

#### **Free School Meals Priority:**

Those eligible for free school meals admission priority are children who:

- Are currently registered as eligible for free schools meals

Children for whom their parents cannot provide evidence that their child is currently registered for free school meals but where the child or its parents receive any of the following:

- Universal Credit
- Income Support
- income-based Jobseekers Allowance;
- an income-related employment and support allowance;

- support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual income that, from 6 April 2011, does not exceed £16,190 (as assessed by Her Majesty's Revenue and Customs);
- where a parent is entitled to the Working Tax Credit run-on (the payment someone receives for a further four weeks after they stop qualifying for Working Tax Credit)
- the Guarantee element of State Pension Credit

Parents will be required to provide evidence of eligibility with their application.

**Pupil Premium Priority:**

Those eligible for Pupil Premium admission priority are children who:

- Are currently registered as eligible for free schools meals;
- Have been registered as eligible for free school meals at any point in the last six years

Children for whom their parents cannot provide evidence that their child is currently registered for free school meals, [or has been in the past 6 years] but where the child or its parents receive any of the following:

- Universal Credit
- Income Support;
- income-based Jobseekers Allowance;
- an income-related employment and support allowance;
- support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual income that, from 6 April 2011, does not exceed £16,190 (as assessed by Her Majesty's Revenue and Customs);
- where a parent is entitled to the Working Tax Credit run-on (the payment someone receives for a further four weeks after they stop qualifying for Working Tax Credit);
- the Guarantee element of State Pension Credit

Parents will be required to provide evidence of eligibility with their application.