



BARTON FARM  
PRIMARY ACADEMY  
NURTURING CURIOSITY

## Admission Arrangements for 2020/21

**Barton Farm Academy** is a new primary academy opening in 2020 to serve the King's Barton housing development in Winchester.

The University of Winchester Academy Trust is the admission authority for Barton Farm Academy. The admissions arrangements are determined by the University of Winchester Academy Trust, after statutory consultation. The policy aims to be clear, fair and objective and complies with all relevant legislation.

The guiding principles of the school admissions policy are that Barton Farm Academy School should serve its local community; that siblings as far as possible can attend school together; and that children can benefit from continuity between schools serving the same community.

This policy will apply to all admissions from 1 September 2020, including in-year admissions. The Academy will participate in the local Fair Access Protocol operated by Hampshire County Council which will be applied alongside the policy to secure the admission of vulnerable pupils from specific groups. It will be used during 2019/20 for allocating places for September 2020 as part of the main admission round.

### Published admission number (PAN)

The admission number for Barton Farm Academy for entry into reception is 30.

The academy will accordingly admit this number of pupils into Year R in September 2020 if there are sufficient applications. Where fewer applicants than the published admission number for reception are received, the Academy Trust will offer places at the Academy to all those who have applied.

### Admissions process

The academy will process applications outside the normal local authority process for co-ordinating school offers. This means you will need to complete your local authority's common application for your other choices, in addition to a separate application for this school.

The academy will consider first all those applications received by the published deadline of midnight on Wednesday 15 January 2020. Notifications to parents offering a Year R school place for Barton Farm Academy will be sent, at the latest, on 16 April 2020. If we have not entered into a funding agreement with the Secretary of State opening the school by that date, any offers made will be conditional and will be confirmed once we have a signed funding agreement.

Applications made after midnight on 15 January 2020 will be considered after all on-time applications have been fully processed unless exceptional circumstances merit consideration alongside on-time applications.

For the main admission round, all on time preferences will be considered simultaneously and ranked in accordance with the admission criteria.

The application form can be obtained from [www.bartonfarmacademy.co.uk](http://www.bartonfarmacademy.co.uk)



## Pupils with an Education, Health and Care Plan

Any child with an Education, Health and Care Plan naming the school will be admitted. Where possible such children will be admitted within the PAN.

### Oversubscription criteria

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

1. **Looked after children and children who were previously looked after** (*see definition i*).
2. **Children or families who have a serious medical, physical, psychological condition and/or social need** (*see definition ii*). Supporting evidence from a professional is required such as a doctor and/or consultant for medical needs or a social worker, health visitor, housing officer, the police or probation officer for social needs. This evidence must confirm the child or family's medical or social need and why that need(s) makes it essential that the child attends this school rather than any other. If evidence is not submitted by the application deadline, the medical and/or social need cannot be considered.
3. **Children living in the catchment area of Barton Farm Academy** (*see definition iii*) **who at the time of application have a sibling** (*see definition iv*) **on the roll of Barton Farm Academy** who will still be on roll at the time of the sibling's admission. This includes children who at the time of application have a sibling for whom the offer of a place has been accepted, even if the sibling is not yet attending.
4. **Other children living in the catchment area of Barton Farm Academy.**
5. **Other children who at the time of application have a sibling on the roll of Barton Farm Academy who will still be on roll at the time of the sibling's admission.** This includes children who at the time of application have a sibling for whom the offer of a place has been accepted, even if the sibling is not yet attending.
6. **Children of staff** (*see definition v*) living out of the catchment area of the school who have been recruited to fill a vacant post for which there is a demonstrable skill shortage.
7. **Other children.**

### Tie-break

If the school is oversubscribed from within 2-7 of the above categories or subcategories, straight line distance will be used to prioritise applications; applicants living nearer the school have priority. Hampshire County Council's Geographic Information Systems (GIS) will be used to determine distances (normally from the Ordnance Survey home address point to the school reception). Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance. If it still not possible to decide between two applicants who are equidistant then a random allocation will be made to allocate the final place. An explanation of the method




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of making random allocations is on the Hampshire County Council website (see <https://www.hants.gov.uk/educationandlearning/admissions/arrangements>)

### Catchment Area and Address Information

**Legend**

 Catchment area



## **Additional Information**

### **Permanent residence**

The child's permanent residence is where they live, normally including weekends and during school holidays as well as during the week, and should be used for the application. The permanent address of children who spend part of their week with one parent and part with the other, at different addresses, will be the address at which they spend most of their time.

If you are moving house, evidence of the new address must be supplied: proof of exchange of contracts or a signed tenancy agreement will normally be accepted. You may subsequently be asked to demonstrate that the child is resident at the new address and any place offered may be withdrawn if this evidence cannot be provided.

For service families with official proof of posting to Hampshire and of a relocation date, a Unit postal address, quartering area address or future home address will be accepted as the address for the application.

### **Multiple births**

Where a twin or child from a multiple birth is offered the last place available within the PAN, any further twin or child of the same multiple birth will also be offered a place, if the parents so wish, even though this may raise the number in the year group above the school's PAN.

### **Starting school**

Pupils born between 1 September 2015 and 31 August 2016 (inclusive) are entitled to full-time schooling from September 2020. Parents can choose to defer their child's admission until later in the school year (but not beyond the start of the term after they reach compulsory school age). Children can also attend part-time until they reach compulsory school age. Parents must discuss their child's starting arrangements with the school once an offer has been secured.

Children with birthdays between:

- 1 September and 31 December 2015 (inclusive) reach compulsory school age on 31 December 2020, at the start of the Spring term 2021.
- 1 January and 31 March 2016 (inclusive) reach compulsory school age on 31 March 2021, at the start of the Summer term 2021.
- 1 April and 31 August 2016 (inclusive) reach compulsory school age on 31 August 2021, at the start of the new school year in September 2021.

Parents of summer born children (those born between 1 April and 31 August) who are particularly concerned about their child's readiness for school can request to delay their child's entry to Year R for an entire school year until September 2021. This is called decelerated admission. In making such a request, parents would be expected to state clearly why they felt decelerated admission to Year R was in their child's best interests. It is recommended that parents considering such a request contact the Academy Trust in the autumn term 2019 to ensure that an informed decision is made. Guidance on decelerated admission for summer born children, including how to make a request, is available on the Hampshire County Council's website at [www.hants.gov.uk/ad-summerborn](http://www.hants.gov.uk/ad-summerborn).

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

Parents may request that their child is admitted outside their normal age group. Any such request should be submitted with the application. When such a request is made, the Academy Trust will decide based on the circumstances of the case and in the best interests of the child concerned, considering the views of the headteacher and any supporting evidence provided by the parent. Parents may be offered a place in another year group at the school.

### **Waiting lists**

During main round of applications for Year R places for September 2020, a waiting list will be established and maintained by the Academy Trust until 31 December 2020. At all other times, and for other year groups, when all available places have been allocated, waiting lists will be operated by the Academy Trust.

Any places that become available will be offered to the child at the top of the list on the day the place became available. The waiting list is ordered according to the criteria of the admission policy with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round. Fair Access admissions, looked after and previously looked after children will take priority over the waiting list.

The waiting list will be reviewed and revised –

- each time a child is added to, or removed from, the waiting list;
- when a child's changed circumstances affect their priority;

The waiting list will be maintained until 31 December 2020, at which point all names will be removed.

### **In-year fair access placements by the local authority**

The local authority must ensure that all pupils are placed in schools as quickly as possible. It may therefore sometimes be necessary, in-year, for a pupil to be placed by the local authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with the provisions of the local authority's In-Year Fair Access Protocol. The Protocol is based on legislation and government guidance.

### **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 the University of Winchester Academy Trust ([uwinat@winchester.ac.uk](mailto:uwinat@winchester.ac.uk)) by 21 May 2020<sup>1</sup> for information on how to appeal. Information on the timetable for the appeals process will be published on our website by 28 February 2020 (<http://bartonfarmacademy.co.uk>)

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<sup>1</sup> Parents must be given at least 20 school days from the date of notification that their application was unsuccessful to lodge an appeal.

## **Definitions**

(i) Looked after children are defined as those who are (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). Previously looked children are those who were looked after but immediately after being looked after became subject to an adoption order, child arrangements order, or special guardianship order. An adoption order is an order under section 46 of the Adoption and Children Act 2002 or section 12 of the Adoption Act 1976. Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 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. 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).

(ii) Applicants will only be considered under this criterion if on the application form (online or paper) they have ticked the appropriate box explicitly indicating that they wish for their application to be considered under medical / social need. 'Medical need' does not include mild medical conditions, such as asthma or allergies. '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 or because of routine child-minding arrangements. Priority will be given to those children whose evidence establishes that they have a demonstrable and significant need to attend the school. Equally this priority will apply to children whose evidence establishes that their parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend the school. Evidence must confirm the circumstances of the case and must set out why the child should attend the school and why no other school could meet the child's needs. 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 one particular school above any other.

(iii) A map of the school's catchment area is available below and on the school's details page of the Hampshire County Council website [www.hants.gov.uk/educationandlearning/findaschool](http://www.hants.gov.uk/educationandlearning/findaschool).

(iv) 'Sibling' refers to brother or sister, half-brother or half-sister, adoptive brother or adoptive sister, foster brother or foster sister, step brother or step sister living as one family unit at the same address. It will also be applied to situations where a full, half or adopted brother or sister are living at separate addresses. Categories 4 and 7 include children who at the time of application have a sibling for whom the offer of a place at the school has been accepted, even if the sibling is not yet attending.

(v) 'Staff' includes all those on the payroll of the school. 'Children of staff' refers to situations where the staff member is the natural parent, the legal guardian or a resident step parent.