

Admission policy for 2019/20 for Hilltop Infant School

Hilltop Infant School

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Academy with age range 4 - 7

DfES Number: 881-2548

Published admission number 2019/2020: 75

Admission policy

Applications are made on a common application form provided by Essex County Council, and must be submitted by their closing date.

There is no guarantee of a place for children living in the school's priority admission area.

In the event of oversubscription, places will be allocated using the following criteria in the order given:

1	Looked After Children and previously looked after children	As defined by the Childrens Act 1989 and the Department for Education's School Admissions Code. This criterion also includes previously Looked After children who are now adopted, or subject to a residence order or special guardianship order
2	Children with a sibling currently attending the school or Hilltop Junior School	Sibling means a birth, step or adopted sibling living at the same address and attending the school at the time of the application
3	Children living in the priority admission area	A map of the priority admissions area is available from the school on request
4	Remaining applications	

In the event of oversubscription within any of the above criteria, priority will be determined by straight line distance from home to school, those living closest being given the highest priority. Exceptional medical circumstances (supported by medical evidence) may override the above criteria (other than Looked After Children).

Agreement for children living in the priority admission area

The school may offer places above the published admission number (during and after the normal time of admission) in the following exceptional circumstances:

1. where the admission would not breach the infant class size limit: if the journey to the next nearest school with a space is not reasonable in terms of distance, accessibility or cost.

The Academy Trust recognises that it must comply with the Department for Education's Admissions and Appeals Codes. Therefore:

- (1) a child whose statement of special educational needs names the school will be admitted;
- (2) the school maintains a waiting list for at least the first term of the academic year;
- (3) pupils refused admission have a right of appeal to an independent panel;
- (4) it is the school's general policy that all new entrants start their schooling in September. Any requests for a deferred entry should be discussed with the school separately.