

# Admissions Policy

## September 2024

Approved by:

Local Governing Body

Date:

Last reviewed on:

The Academy Trust intends to admit up to sixty pupils to the reception year group in September 2024.

Ridgeway Primary Academy accepts the Admissions Code published on 19 December 2014 by the DfE. This admissions policy is intended to cover all of the requirements set out in the code and will make Ridgeway Primary Academy fully compliant with the code.

1. Decisions concerning the admissions of pupils to Academies and the attendant administrative procedures are the responsibility of the Academy Trust.
2. The Academy will consult with the Local Authority (LA) on an annual basis concerning admissions arrangements.
3. The general admission arrangements of the LA for all Academies will be set out in the booklet 'Information for Parents Academy Education' and is available at the South Tyneside council website [www.southtyneside.info](http://www.southtyneside.info).
4. The Academy will admit pupils in accordance with the Local Authority's coordinated admissions scheme
5. The Academy will normally admit pupils who have named Ridgeway Primary Academy (described as 'the Academy' in the remainder of this document), in the following order of priority:

The Academy operates an equal preference system which means that all first, second and third preference applications are considered equally against the following criteria.

- (a) A 'Looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangement or special guardianship order, including internationally adopted previously looked after children (IAPLAC) (See Note 1 below).
- (b) Concurrent sibling link (an older brother or sister attending the Academy at the same time and residing at the same address, to include adoptive siblings, half siblings, step siblings and long term fostered children).
- (c) Parental home residence is within the defined catchment area of the Academy.
- (d) Shortest distance measured as a straight line, from the Ordnance Survey coordinates for the parental home residence (including flats) to the Academy main entrance, using South Tyneside Council's Geographic Information System (GIS), with those living closer to the Academy receiving higher priority.

If it becomes necessary to decide between applicants within the same criterion, the distance tiebreaker described above will be used.



Notes

1.





## Parental Responsibility

Who is a 'parent' in relation to education legislation? Section 576 of the Education Act 1996 defines the term 'parent' as:

- b All natural parents married or not
- b Any person who has got 'parental' responsibility (we will require documentary evidence)
- b Any person without being a natural parent or having 'parental responsibility' who has care of the pupil (we will require documentary evidence)

## Shared Parental Responsibility

Where parents have shared responsibility for a child, and the child lives with both parents for part of the week then the main residence will be determined as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used when offering places.

## Right of Appeal

Parents who are refused a place for their child at our Academy have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of Governors at the Academy address.

