

Southwark Community Primary Schools, Nursery Schools and Classes: Oversubscription Criteria for September 2012

Appendix 1

1. Southwark Community Primary Schools (Reception Year)

Admission Number: see attached list

A child with a statement of special educational needs whose statement names the school must be admitted to the school in accordance with section 324 of the Education Act 1996. This is a separate process from the coordinated admission arrangements.

1.1 Oversubscription criteria (for all years excluding nursery)

In the event of there being more applications than places available, places will be allocated in the following order of priority:

- (i) Children in public care (Looked After Children) [see note (a)]
- (ii) Children with siblings who are already on roll at the school and will still be on roll at their date of entry [see note b]
- (iii) Children with exceptional medical, social or psychological needs, where it is agreed by the Local Authority ["LA"] and the Headteacher that these can best be addressed at a particular school [see note c]
- (iv) Children living nearest to the school as measured by a straight line from the child's home to the main school gate [see note d]

Notes

- (a) A child in public care (Looked After Child) means a person under the age of 18 years who is provided by social services with accommodation by agreement with their parents/carers (Section 20 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. Children who are looked after under an agreed series of short term placements (such as respite) are excluded.
- (b) Sibling includes full, half, step, foster and adopted brother or sister living in the same family unit and at the same home address as the child.

The home address is where the parent/carer lives and the child permanently resides unless otherwise directed by a Court Order. This will also apply to informal care arrangements. Where a child spends time with both parents/carers in separate homes and both have parental responsibility, the school will need to establish where the majority of school nights (Sunday to Thursday) are spent. This will then be treated as the home address.

Siblings attending the nursery or in Year 6 who will be transferring to secondary school will not be regarded as a sibling under this criterion.

- (c) Supporting evidence to substantiate that the child or their family has a medical, social or psychological need must be provided at the time of application. The evidence must be in a written format and should set out the reasons why, in their view, a particular school is the most suitable and the difficulties that would be caused if the child had to attend another school.

This evidence must be current and either from the child's registered general practitioner or any another relevant qualified professional that the child has been referred to and/or who is providing direct care/support/treatment to the child on an ongoing basis in their professional capacity e.g. a child or educational psychologist, a child psychiatrist, an orthopaedic consultant or a social worker.

- (d) The LA uses a council approved Geographical Information System (GIS) to calculate the home to school distance measurements. This distance cannot be compared to one calculated using any personal or online GIS software such as Satellite Navigation Systems or Google maps as they generally use driving routes and may/will not include Southwark address points or exclude routes that the LA do not approve.

This system calculates the distance in metres to two decimal places. For calculation purposes the LA uses the best address database available to determine the child's home address. The LA then uses a computer generated centroid, supplied by Ordnance Survey (OS), of this address to determine the start point of the home to school distance measurement. If a child lives in a block of flats where a communal entrance is used, the LA will use the centroid for the block and **not** the centroid of the individual flat for these calculations. The end point is the main gate of the school.

When dealing with multiple applications from a block of flats to the same community school, lower door numbers will take priority.

- (e) Tie break - Where a school becomes oversubscribed once all the criteria have been applied, places will be offered to children living nearest to the school measured by a straight line as described under criterion 4. If however there is a tie break lots will be drawn to decide which child is offered a place.
- (f) A child's attendance at a co-located nursery class does not guarantee admission to the school for primary education. A separate application must be made for transfer from nursery to primary school.
- (g) Multiple births – if only one place is available at the school and the next child who qualifies for a place is one of multiple birth siblings, the LA will request community schools to go over their published admission number when possible to do so in order to support the family.

1.2 Proof of address

Any offer of a school place will be conditional until proof of address has been provided within 15 days of the date of the offer of the place. Original copies of the following documentation will be required:

- Child benefit documentation;
- Council tax bill; and
- One other proof of address such as a bank statement, TV licence or credit/store card statement

Occasionally, if the LA has reason to suspect that a family does not live at the address stated on their application an investigation will be carried out. Should the LA discover that a parent has stated a fraudulent address the offer of a school place will be withdrawn.

1.3 Dates of entry

All children within the reception year group will be offered a place in a primary school for September 2012. Parents of children who are offered a school place before they are of compulsory school age may request to defer their child's entry until later in the school year. Where entry is deferred, the child's school place will be held and not be offered to another child. Parents will not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted.

1.4 Waiting lists

Parents/carers can apply to have their child placed on the waiting list for any oversubscribed community school in Southwark.

The LA will hold waiting lists for all oversubscribed community schools throughout the year.

Any parent/carer wishing to know of their child's ranking on the waiting list and the criteria that applies to them has the right to be informed should they request this information.

1.5 Capacity of primary school places

The LA will continue to review its position on the capacity of primary school places in order to identify areas of need. Places will then be allocated in accordance with the oversubscription criteria.

1.6 Community Primary Schools – September 2012 intake

| SCHOOL | PRIMARY ADMISSION LIMIT |
|-----------------------|----------------------------|
| Albion (JI) | 30 |
| Alfred Salter (JI) | 60 |
| Alma (JI) | 30 |
| Bellenden (JI) | 30 |
| Bessemer Grange (JI) | 60 |
| Brunswick Park (JI) | 75 |
| Camelot (JI) | 75 |
| Charles Dickens (JI) | 45 |
| Cobourg (JI) | 60 |
| Comber Grove (JI) | 45 |
| Crampton (JI) | 30 |
| Crawford (JI) | 60 |
| Dog Kennel Hill (JI) | 60 |
| Dulwich Hamlet (J) | 90 |
| Eveline Lowe (JI) | 60 |
| Gloucester (JI) | 60 |
| Goodrich (JI) | 90 |
| Goose Green (JI) | 60 |
| Grange (JI) | 45 |
| Heber (JI) | 60 |
| Hollydale (JI) | 45 |
| Ilderton (JI) | 60 |
| Ivydale (JI) | 60 |
| John Donne (JI) | 60 |
| John Ruskin (JI)** | 58 |
| Keyworth (JI)* | (45) 60 |
| Langbourne (JI) | 30 |
| Lyndhurst (JI) | 60 |
| Michael Faraday (JI) | 60 |
| Oliver Goldsmith (JI) | 60 |
| Peckham Park (JI) | 75 |
| Pilgrims Way (JI) | 30 |
| Redriff (JI) | 60 |
| Riverside (JI) | 45 |
| Robert Browning (JI) | 45 |
| Rye Oak (JI) | 60 |
| Rotherhithe (JI) | 60 |
| Snowsfields (JI) | 30 |
| Southwark Park (JI) | 60 |
| Tower Bridge (JI) | 30 |
| Townsend (JI)* | (45) 30 |
| Victory (JI) | 30 |

* These schools are proposing to reduce or increase their numbers by 15 places each for September 2012.

**John Ruskin: In addition to the 58 places, 2 places are allocated to children accessing the specialist support provided.

1.7 Academy Primary School September 2012 intake***

| | |
|--------------------------------|-----------|
| Globe Academy | 60 |
| Harris Academy Peckham* | 60 |

1.8 Voluntary Aided Primary Schools – September 2012 intake***

| SCHOOL | PRIMARY ADMISSION LIMIT |
|---|-------------------------|
| Boutcher C of E | 30 |
| Dulwich Village C of E | 90 |
| English Martyrs RC | 60 |
| Peter Hills with St Mary's & St Paul's C of E | 30 |
| Saint Joseph's Catholic, Borough | 30 |
| St Anthony's RC | 45 |
| St Francesca Cabrini RC | 60 |
| St Francis RC | 60 |
| St George's C of E | 30 |
| St George's Cathedral RC | 60 |
| St James' C of E | 30 |
| St James the Great RC | 30 |
| St John's C of E | 30 |
| St John's RC | 30 |
| St John's & St Clement's C of E | 60 |
| St Joseph's RC, George Row | 45 |
| St Joseph's RC, Gomm Road | 30 |
| St Joseph's RC Infants | 60 |
| St Joseph's RC Juniors** | 60 |
| St Jude's C of E | 30 |
| St Mary Magdalene C of E | 30 |
| St Paul's C of E | 45 |
| St Peter's C of E | 30 |
| The Cathedral School of St Saviour & St Mary Overie | 30 |

1.9 Foundation Primary Schools – September 2012 intake***

| SCHOOL | PRIMARY ADMISSION LIMIT |
|--------------------------|-------------------------|
| Charlotte Sharman | 60 |
| Friars | 30 |
| Surrey Square Infants | 60 |
| Surrey Square Juniors ** | 60 |

* A proposal is currently underway to open a 60 place primary school provision at Harris Academy Peckham.

** Admission Limit for Year 3.

*** Please note that Academies, Voluntary Aided and Foundation schools may consult separately on their admission number for 2011/12 which will supersede the information above.

2. Southwark Community Schools Nursery Classes

2.1 Over-subscription Criteria for Nursery Classes

- (i) Children in public care (looked after children);
- (ii) Children with educational, medical or social needs where professional advice indicates that placement would be beneficial; this includes children with a statement of special educational needs which names the nursery class;
- (iii) Children who will have a brother or sister attending the school at the time of entry;
- (iv) Children for whom it is their nearest maintained nursery class or nursery school.

Note

Schools close to the Southwark border may, if they wish, delete reference to Southwark residents if they normally and regularly admit children to the nursery class who live in neighbouring boroughs.

Where children are cared for by a local authority registered childminder, parents/carers can opt to have the childminder's address as the point from which distance is measured. However, some schools have opted not to include this in their admissions criteria.

In both of the above instances parents/carers should request further information from the school(s).

NOTE: THESE EXCEPTIONS DO NOT APPLY FOR APPLICATIONS TO INFANT/JUNIOR CLASSES

3. Southwark Nursery Schools

3.1 Admission Number

| | |
|--------------|--------------------------|
| Dulwich Wood | 80 full time equivalent |
| The Grove | 60 full time equivalent |
| Kintore Way | 120 full time equivalent |
| Nell Gwynn | 140 full time equivalent |
| Ann Bernadt | 80 full time equivalent |

3.2 Oversubscription Criteria

In the event of there being more applications than places available, priority will be given to children who are living in Southwark. Of these children places will be allocated in the following order: -

- (i) Children in public care (looked after children)
- (ii) Children with educational, medical or social need where a professional review indicates that placement would be beneficial
- (iii) Children who will have a brother or sister attending the nursery at the time of entry
- (iv) Children for whom it is their nearest maintained nursery class or nursery school
- (v) Age – in order to maintain a balance of 3+ and 4+ children

For children who are cared for by a local authority registered child minder, families can opt to have the distance between the childminder's home and the school measured, rather than the home address if they prefer.

Where places remain available after all Southwark applicants have been allocated places, the above criteria are applied, in the same order, to out-borough applications.

3.3 Proof of Address

When offered a place at a school, the offer will be conditional until proof of address has been given. Original copies of the following documentation will be required:

- child benefit documentation
- council tax bill
- one other from bank statement, TV licence, credit card or store card statement

Proof of address must be supplied within 15 days of the date of the offer of a place.

Occasionally we have reason to suspect that a family does not live at the address stated. If this is the case, we will carry out an investigation. Should we discover that a parent is making a fraudulent claim the offer of a place may be withdrawn.

3.4 Application Lists

- Each Nursery School maintains application lists
- Places are allocated for admissions in September and January of each year – in line with the admission criteria.
- As vacancies arise during the course of the year, places are allocated from those applications remaining in line with the admission criteria.

3.5 Application Procedures and Timescales

- Applications for a nursery place can be made at anytime after the child's second birthday
- Children whose third birthday falls between 1st March and 31st August, who can be offered a place, will receive the offer in June for a September start date.
- Children whose third birthday falls between 1st September and 28th (or 29th) February, who can be offered a place, will receive the offer in November for a January start date.
- Every child starts at nursery school on a part time basis.