



Brodetsky Primary School  
Governing Body Documents

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## **Brodetsky Primary School Policies**

**Policy Name: Admissions Policy (for entry in 2021)**

**Date Agreed: September 2019**

**Review Date: July 2020**

**Committee Responsible: Full GB**

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**Brodetsky Primary School  
Admissions Policy  
September 2019**

# Admissions Policy (for entry in 2021)

Brodetsky Primary School is a Voluntary Aided Jewish day school with a commitment to the practice of Orthodox Judaism and a high regard for Israel in Jewish life. Jewish Studies and Hebrew are taught by specialist teachers. The school has the following mission statement:

*Brodetsky Primary School is an Orthodox Jewish school committed to excellence in learning, education and achievements. We value the contribution of all members of our community: children, staff, parents, carers, governors and friends. We provide a warm, caring, friendly atmosphere and a safe and ordered environment in which every child matters.*

The Governing Body has responsibility for admissions and plans to admit 30 pupils, to Foundation Stage Reception each September. If the number of preferences received is fewer than the admission number then all preferences will be met. However, where there are more applications than places available, priority for admission to the school will be given to children who achieve 5 points or more on the Supplementary Information Form in accordance with the oversubscription criteria listed below. Admission to the school does not depend on the area in which the child resides.

## Priority Criteria

Priority will be given to members of the Jewish Community with highest preferences being given to those with evidenced observance and contribution to the community. Other admission criteria will include living in the locality of the school, and where the school meets the specific needs of pupils (eg. physical access, sensory impairment). Looked after or previously looked after children will also be given priority in line with other admission criteria.

## Criteria in the event of over-subscription

**Priority 1:** Looked after children and children who were previously looked after

A 'looked after child' is defined as a child who, at the time of making the application is:

- In the care of a local authority, or
- 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)

A 'previously looked after child' is defined as a child:

- who was previously looked after but ceased to be so because they were adopted or became subject to a Guardianship order or a Child Arrangement order, or
- who has been in state care outside of England and ceased to be so as a result of being adopted

**Priority 2:** Children who have achieved 5 points on the SIF and are from Jewish Faith Families. Priority will be based on levels of observance, participation and contribution within the community, which has been affirmed by a Rabbi, other clergy or an appropriate professional.

(This group will be prioritized using information submitted in the Supplementary Information Form (SIF). Please note failure to complete a SIF means that the admitting authority is unable to consider the application under the Faith oversubscription criteria).

**Priority 3:** Children who have achieved 5 points on the SIF and who have an older sibling attending Brodetsky Primary School. (A sibling includes any child who lives in the family home for at least 1 day a week and is directly related through birth, marriage or adoption to other children in the home. A fostered child is covered in Priorities 1 and 3).

**Priority 4:** Other children who have achieved 5 points on the SIF

**Priority 5:** Any other child

## **Tie Break**

If the school becomes over-subscribed in relation to any of the above criteria the deciding factor will be the distance as measured by a straight line from the home address to the school. The distance is measured in a straight line from a specific point on the home address to a specific point on the school building. The distances are provided by Leeds City Council Admissions Team

*Attendance at the nursery does not guarantee a place in the primary school. A separate application form must be completed on transfer from Brodetsky Nursery to Brodetsky Primary School.*

## **In-Year applications**

All applications outside the normal admission round should be made using an in year application form (ICPF) which is available from Leeds City Council.

The application should be made to Leeds City Council Admissions team who will then notify our school about the application. Our school will contact you directly to confirm whether we can offer a place. If our school is full you will be offered a right of appeal and will be added to the waiting list.

Where a vacancy arises, places will be offered based on the published oversubscription criteria within this policy.

Where no house move has taken place, you will be offered a place to start at the beginning

of the next term, unless no other accessible school place is available to you.

You can find out about vacancies in schools on [www.leeds.gov.uk](http://www.leeds.gov.uk).

## **Application Procedure and Timetable for September 2021 Admissions**

The closing date for applications for a place in Reception will be 15 January 2021.

Applications should be made online using the Leeds City Council online system from 1<sup>st</sup> November 2020.

Failure to complete the SIF means that the Governing Body is unable to consider the application under the Faith oversubscription criteria.

Parents will be informed of the outcome of their application on 16<sup>th</sup> April 2021 by Leeds City Council.

### **Waiting Lists**

In addition to their right of appeal, unsuccessful candidates will be placed on a waiting list in accordance with the following:

- the position on the waiting list will be determined solely in accordance with the oversubscription criteria
- each time a child is added child will require the list to be ranked again in line with the published oversubscription criteria.
- Looked after children, previously looked after children, and those allocated a place at the school in accordance with a Fair Access Protocol, must take precedence over those on a waiting list.

Unsuccessful applicants are currently not automatically added to the waiting list by Leeds City Council, families are advised that they should contact the school to ask to be added to the waiting list.

Names will be removed from the list after 31<sup>st</sup> December 2021.

### **Admission out of chronological age (Deferred places)**

A request may be made for a child to be admitted outside of their normal age group for example if the child is gifted and talented or had experienced problems such as ill health. In addition, the parents of a summer born child (a child born between 1<sup>st</sup> April and 31<sup>st</sup> August) may request that the child be admitted out of their normal age group, to reception rather than year 1.

Parents should apply in the normal admission round and also submit a written request addressed to the Chair of Governors 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.

When such a request is made, the Governors 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 headteacher and any supporting evidence provided by the parent.

There is no right of appeal against a decision relating to admission out of chronological age.

### **Pupils with an Education Health and Care Plan (EHCP)**

The admission of pupils with a statement of Special Educational Needs is dealt with by a completely separate procedure. This procedure concerns the making and maintaining of the EHCP by the pupil's home Local Education Authority. Details of this separate procedure are set out in the local authorities EHCP Code of Practice.

### **Appeals**

Unsuccessful applicants have a right to appeal to an independent appeal panel. Information on how to appeal will be given in the letter from Leeds City Council on 16<sup>th</sup> April 2021.

In the event of parents being refused a place for their child, then they are entitled by law (the School Standards and Framework Act 1998). This Code comes into force on 1<sup>st</sup> February 2012 and applies to all appeals lodged on or after that date. It applies to admission appeals for all maintained schools in England. It should be read alongside the School Admissions (Appeal Arrangements) (England) Regulations 2012, the School Admissions Code and other guidance and law that affect admissions and admission appeals in England.

Notification that the parents intend to appeal and the grounds relied upon must be sent by them in writing to the Chair of Governors, care of the school, within 20 days of receipt by the parents of a letter informing them that a place is not available.

### **Fair Access Protocol**

As part of the coordinated admissions arrangement with the Local Authority, the school may accept hard to place pupils onto its roll in accordance with the Fair Access Protocols. These are special cases arranged outside the boundaries of this admissions policy.