Norris Bank Primary School

Admissions Policy 2028 - 29

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Introductory statement

Norris Bank Primary School is a non-selective, non-denominational, two form entry primary academy school and part of The Laurus Trust. Our vision is that Norris Bank Primary School fosters a love of learning through excellent teaching and positive relationships, that children are inspired and parents are actively involved with their child's learning.

Admission number

Norris Primary School has a Published Admission Number of 60 for entry in Reception.

The Laurus Trust will admit this number of pupils each year if there are sufficient applications. Where fewer applicants than the published admission number for the relevant year group are received, the Trust will offer places at the school to all those who have applied.

Application Process

The Laurus Trust is the Admissions Authority for Norris Bank Primary School and is responsible for taking decisions on applications for admissions. The Laurus Trust has elected to use the Local Authority's admission process, therefore the co-ordination and administration of admissions is undertaken by Stockport Metropolitan Borough Council's Admissions Support & Advice Team based at 3rd Floor Stopford House, Piccadilly, Stockport, SK1 3XE.

The closing date for applications is 15th January 2028.

Local Authorities have a system of co-ordinated admissions. You will need to apply using the Local Authority form for the area in which you reside. Parents seeking a place for their child must include Norris Bank Primary School in ranked order of preference on their Local Authority's application form.

If you live in Stockport, you must apply using the on-line system which will be available from mid-August 2027. A description of the process and the application form are available at: https://www.stockport.gov.uk/topic/nursery-and-school-admissions

Offers will be made on 16th April 2028 by the Local Authority.

Oversubscription criteria

When Norris Bank Primary School 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:

A. Looked after children, and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased

to be in state care as a result of being adopted. Previously looked after children are children who were looked after but ceased to be so because immediately after, they became subject to adoption, a child arrangements order, or special guardianship order, including those who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted*

B. Children considered to have highly exceptional medical/social reasons*

C. Children who live in the catchment area of the school and will have a sibling* at the school at the time of admission

D. Children who live in the catchment area of the school

E. Children who live outside the catchment area of the school and will have a sibling* at the school at the time of admission

F. Other children

G. Applications received after the closing date ordered by the criteria detailed at A-F above

*definitions of terms can be found at the end of this document

Tie-break

If in criteria B-F above a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. For the purpose of allocating school places, distance will be measured as a straight line between the respective home address and school, using the Local Authority's GIS mapping system.

Random allocation undertaken by the local authority will be used as a tie-break in categories B-F above to decide who has highest priority for admission if the distance between a child's home and the school is equidistant in any two or more cases.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. We will admit them all, as permitted by the infant class size rules and exceed our PAN.

Late Applications

All applications received by the Local Authority after the closing date above will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

Deferred Entry for infants

Parents offered a place in Reception for their child have a right to defer the date their child is

admitted, or to take the place up part-time, until the child reaches compulsory school age.

Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made.

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31st August, 31st December and 31st March.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal chronological age group. When such a request is made, the Trust will make a decision on the basis of the circumstances of the case and whether or not it is considered to be in the best interests of the child concerned, taking into account the views of the Head of School and any supporting evidence provided by the parent.

Guidance for parents/carers wishing to request consideration outside of the chronological age group:

- It is advised that all parents who submit a request still make an application for a school place at the normal time
- Requests should be made in writing to the Trust
- Parents may provide any supplementary documentary evidence to support their request

Decisions are made by the Trust on an individual case basis and the Trust will consider:

- The views and wishes of the parents/carers
- The views of the prospective Head of School/Local Academy Committee
- Evidence indicating academic, social and emotional development to date
- Where relevant, the child's medical history
- Whether the child has previously been educated out of chronological age group
- If the child would have fallen into another age group if it were not for the child being born prematurely.

Decisions will be communicated in writing.

Should a request be granted, it does not indicate a formal offer of a school place instead it is an agreement to consider the child's application for a school place outside of their normal chronological age group.

Should the request be granted but your child is unsuccessful at obtaining a place at the school, the agreement made by the Trust cannot be extended to other schools. This could result in your child being considered for a school place elsewhere in their normal chronological age group.

Should the request not be granted, your child could still be considered for a place at the school in their normal chronological age group.

The Trust may share details of your request with the Local Authority in order to seek advice. Permission will be obtained prior to the exchange of any information.

Waiting lists

Norris Bank Primary School will operate a waiting list for each year group. Where the school receives more applications for Reception places than there are places available, a waiting list will operate until 31st December of that academic year. For all other year groups, a waiting list will operate until the end of the academic year. The waiting lists will be maintained by Stockport MBC's Admission Support & Advice team and they will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. You will have to reapply in order for your child to remain on any waiting list for the next year.

A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

In year admissions for all age groups

The Local Authority administers the in-year applications i.e. outside the normal admission rounds. Applications must be made via Stockport MBC's on-line system at www.stockport.gov.uk/schooladmissions

All applications are considered in relation to the normal year group for the child's chronological age. An application can be refused if the school is full to its PAN for the year group.

In the case of multiple applications for a particular year group, places will be allocated or names placed on a waiting list in accordance with the published admissions policy and oversubscription criteria.

For in-year applications, waiting lists will be held for the remainder of the academic year in which the application was made. At the end of the academic year (July) all applications will be removed from all waiting lists. The only exception to this will be if the applicant has not been offered a place at any school. In this circumstance the applicant will be kept on the waiting list for the next term.

Appeals

All applicants refused a place at Norris Bank Primary School have a right of appeal to an Independent Appeal Panel constituted and operated in accordance with the School Admissions Appeals Code.

Appellants should appeal through the Local Authority using the online form by the published date or within 20 school days of receipt of the refusal. Full details of the appeals procedure and how to apply are available at www.stockport.gov.uk/admission-appeals

Definitions of Terms

Explanation of LAC/PLAC/IAPLAC

A looked after child is a child who is (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).

A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

Previously looked after children are children who were looked after but ceased to be so because immediately after, they became subject to adoption, a child arrangements order, or a special guardianship order.

Adopted children include children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders).

Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders regulate (a) with whom a child is to live, spend time or otherwise have contact, and (b) when a child is to live, spend time or otherwise have contact with any person. 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.

A special guardianship order is an order appointing one or more individuals to be a child's special guardian (or special guardians). See Section 14A of the Children Act 1989.

Explanation of medical and social reasons

Where applicants wish to be considered under the medical or social reasons criterion they should indicate this on application and state the nature of the condition and/or circumstances.

The applicant must also provide the LA with written evidence from a recognised professional such as a consultant, doctor or social worker in support of their application. The supporting evidence must relate specifically to the child or family and this school and must clearly demonstrate why this is the only school that could cater for the child's specific requirements/needs. It should also explain any difficulties that would arise if the child had to attend an alternative school. This evidence must be submitted along with the application to the LA by the closing date for applications at the latest.

If evidence is not submitted with the application, a child's medical or social needs cannot be considered.

Sibling

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a step brother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.

NBPS

learning & growing together

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