



## **ADMISSIONS POLICY MOSSBOURNE**

### **PARKSIDE ACADEMY**

**2023-2024**

#### **PROCESS OF APPLICATION**

Mossbourne Parkside Academy opened in September 2015 and its admission arrangements form part of Hackney Learning Trust's co-ordinated admissions scheme.

#### **CONSIDERATION OF APPLICATIONS**

The application process is set out in Hackney Learning Trust's composite prospectus. The Academy's published admission number for reception in 2023/24 is 30. The Academy will consider all applications for places. Where fewer than 30 applications are received, the Academy will offer places to all those who have applied. The Academy may, outside the normal admissions round, refuse admission to pupils where the Academy considers that the admission of a child with challenging behaviour would prejudice the provision of efficient education or the efficient use of resources at the school. In this situation, the case would be referred to the local authority for action under the fair access protocol.

#### **Oversubscription Criteria**

Pupils with statements of special educational need or education, health and care plans naming the Academy are admitted ahead of other applicants. Places shall then be allocated according to the following oversubscription criteria:

- I. A looked after child or a child who was previously looked after but immediately after being looked after became subject to an adoption order, child arrangements order, or special guardianship order. 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.
- II. Children identified by the Hackney Learning Trust, with a child protection plan for whom the Academy is their nearest school.

- III. Children with a sibling on roll at the Academy at the time of application.
- IV. Children whose acute medical or social need justifies a place at the Academy (to assist the Academy in determining whether this oversubscription criterion applies to a particular applicant, it is the responsibility of the parent of the child to provide supporting professional evidence for example a GP's letter or social worker's letter) which demonstrates why the child should be given a place at the Academy rather than any other school.
- V. Children of staff who work at Mossbourne Parkside Academy where the Academy reasonably considers a member of staff has been recruited for a position for which there is a demonstrable skill shortage.
- VI. All remaining places will then be allocated amongst remaining applicants admitting first, those who live closest to the school. In the case of twins or siblings from a multiple birth, if one child is given a place in accordance with the above criteria, the Academy will ensure that their sibling(s) are also allocated a place. Random computerised allocations, which will be independently verified, will be used in any tie-break situations.

#### **OPERATION OF WAITING LIST**

The Academy will participate in the arrangements published by Hackney Learning Trust, which provide for the allocation of places in line with the Academy's admissions policy and the maintenance of a waiting list of pupils applying to the Academy, should no vacancies be available at the time of application. Pupils will be admitted according to vacancies arising within each year and will be prioritised in accordance the above oversubscription criteria.

#### **PARENTS SEEKING A PLACE OUTSIDE THE NORMAL AGE RANGE**

Parents seeking a place for their child outside the normal age group for reception class or at any other time in the school year (in-year transfer) and wish this to continue, should read the guidance on out of normal age group admissions in "hackney's primary schools" admissions guide for parents. The booklet is available at [www.learningtrust.co.uk](http://www.learningtrust.co.uk). Please note: such requests will be only agreed in very exceptional circumstances.

#### **DEFINITIONS**

In this document the following words and expressions (unless the context requires otherwise) have the following meanings:

Mossbourne Parkside Academy – throughout this document the terms 'Mossbourne Parkside Academy', 'Mossbourne Primary' and 'The Academy' refer solely to the Primary School. It should be noted that Mossbourne Parkside Academy acts as its own admission authority.

Hackney Learning Trust – is the name used by Hackney Council for the part of the Council that provides education services. Hackney Learning Trust is not a separate entity and is part of the Children and Young People's Directorate of Hackney Council. All references to Hackney Learning

Trust means Hackney Council. Hackney Learning Trust coordinate admission to all primary schools in Hackney as part of the pan-London agreement.

Siblings – refers to a brother or sister; half-brother or sister; adopted brother or sister; step brother or sister or the child of the parent or carer’s partner, living as a family unit at the same address.

Home Address – where parental responsibilities are equally shared, the home or residential address will be considered to be with the parent/carer with whom the child spends the majority of time and nights Monday to Friday. This address must be used for all preferences.

Geographic Information System (GIS) – refers to the computer software by which straight line distance measurements are calculated from the Academy’s front gate to the home address of applicants.

Looked after child (LAC) – 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.

Previously looked after child (PLAC) – a child who was previously looked after but immediately after being looked after became subject to an adoption order, Child Arrangements Order, or special guardianship order.

Waiting list arrangements – unsuccessful candidates will automatically be placed on the waiting list as part of Hackney Learning Trust’s scheme to co-ordinate admissions until the end of August 2023. Parents will need to confirm by 1 September 2023 to Hackney Learning Trust if they wish their child to remain on the waiting list. The waiting list will be maintained in order of the oversubscription criteria set out in the policy and not in the order in which applications are received or added to the list.

Appeals – if you are unsuccessful, you will have the right of appeal to an independent panel within 21 days of the date of the decision. Should you wish to appeal please contact the school as soon as possible for an appeal form on which you must list your reasons for making an appeal.