



FRIMLEY CHURCH OF ENGLAND JUNIOR SCHOOL

ADMISSIONS POLICY 2025-26 Planned Admission Number (PAN) 90

This policy relates to Year 3 entry and in-year applications to Years 3-6. The 'Admissions Authority' referred to in the policy is Frimley Church of England Junior School.

1. General

Parents should read the Frimley Admissions Policy within the context of the current Surrey Primary School booklet.

Frimley uses an equal preference system administered by Surrey County Council. This means that we consider all ranked preferences equally against our admissions criteria. We then inform Surrey County Council of those applications that meet our admissions criteria. Places are then offered by Surrey County Council on 15th April (or next working day).

All available places will be offered. No places will be held back for late applicants who may move into the locality. Late applications will be considered in accordance with Surrey County Council's Coordinated Admission Scheme.

In the event of any category being oversubscribed, priority will be given to those living closest to the school. Distance is measured in a straight line from the address point of the student's home, to the nearest official school gate for students to use. This is calculated using Surrey Admission Team's Geographical Information System.

In the case of multiple births, any child from a multiple birth will be offered a place if one child has already been offered a place and the subsequent child(ren) are ranked consecutively.

If a child has an Education, Health and Care Plan (EHCP) naming Frimley Junior School, he or she will have a priority for a place.

For the new intake, the number of places available will be reduced by the number of children with an EHCP that has named the school. Since there is a separate process for students with an EHCP, Surrey County Council will send you information at the beginning of the Autumn Term explaining what you need to do about your child's future placement.

Advice is available from your child's case officer at your Local Area Office.

Applicants may choose to seek places outside of their child's chronological year group. Decisions will be made by the admissions authority on the basis of the circumstances of each case. Applicants must state clearly why they feel admission to a different year group is in the child's best interest and, if they wish, provide evidence to support this. More information on educating children out of their

chronological year group and the process for making such requests is available at www.surreycc.gov.uk/admissions

2. Specific

If the number of applicants exceeds the Published Admissions Number (PAN) the school is oversubscribed. In this circumstance, the following priorities will be used when offering places.

First Priority: Looked after children and previously looked after children

Looked after and previously looked after children will be considered to be:

children who are registered as being in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a), e.g. fostered or living in a children's home, at the time an application for a school is made; and children who have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a child arrangement order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989); and 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. A child will be regarded as having been in state care outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. The parent/carer will need to provide evidence to demonstrate that the child was in state care outside of England and left that care as a result of being adopted

Second Priority: Exceptional Arrangements

Occasionally there will be a very small number of children for whom exceptional arrangements will apply. These exceptional arrangements may override other admissions priorities and the Admissions Authority may apply them when they first offer places. Surrey County Council may ask the Admissions Authority to admit beyond the PAN at other times under this category.

What is an exceptional arrangement?

Medical and other reasons

All mainstream schools are expected to support children with the more common medical ailments and/or stress related symptoms. If, when you complete your application, your child has a disability or a serious or life threatening medical condition which means that you feel that your child must go to Frimley Junior School you must put this on the application form. This will only be considered if you attach medical evidence from a consultant doctor. Please note that a letter from your GP will not normally constitute sufficient medical evidence. These requests for priority placements will be considered by a panel of the admissions authority. A priority placement will only be agreed if the panel considers that it is essential for your child to attend Frimley Junior School.

If there are sensitive family circumstances, perhaps involving support agencies (e.g. Social Services) these will also be considered but you must provide documented evidence and/or relevant reports at the time of application. If your child is the subject of an Education Supervision Order, or is permanently excluded from school, then exceptional circumstances may also give priority for a placement.

It is important that any exceptional circumstances as described above, are shown on the application form when you apply and you must attach supporting written and/or documentary evidence. If you do not do this, a priority placement will not be considered.

Children with a disability

Applications for children with disabilities who do not have an EHCP are treated in the same way as all other applications. If your child has a disability which you feel means that he or she must attend Frimley, and you have identified Frimley as your preferred school, you must state this on your application form and provide evidence of the disability at the time of application.

Third Priority: Children of a serving member of staff

After 'Exceptional arrangements', places are offered to children of serving members of staff. A serving member of staff is defined as any employee that has been employed by The Prospect Trust based at the school for two or more years at the time of which the application for admission to the school is made. Alternatively, the member of staff has been recruited to fill a vacant post by The Prospect Trust based at the school for which there is a demonstrable skills shortage. This excludes all temporary/sub contracted staff.

Fourth Priority: Brothers and sisters (siblings)

After places have been allocated to first, second and third priorities, and if places are still available, places are offered to siblings. A sibling is defined as a brother or sister, or a half brother or half sister, adopted or fostered brother or sister or step brother or sister living as part of the same family unit at the same address, Monday to Friday. *This child must have a brother or sister still at Frimley at the time of the new sibling's admission.* Thus a new sibling will be given priority for admission *only* if the current sibling is still on roll at Frimley when the new sibling starts.

If you wish your application to be considered under the sibling priority, you must indicate that your child has a brother or sister already at Frimley when you submit your application/preference form, and provide relevant details.

Fifth Priority: Nearest School

After places have been allocated to first, second, third and fourth priorities, and if places are still available, further places will be offered to children for whom the school is the nearest to their home address as measured by a straight line from the address point of the student's home, to the nearest official school gate for students to use. This is calculated using Surrey Admission Team's Geographical Information System.

Any other children prioritised according to the distance they live from the school. Unless otherwise stated, distance will be used when any category is oversubscribed and will be measured by straight line from the address point of the pupil's home to the nearest official school gate for pupils to use. Where two or more children share priority for a place, we will use random allocation to determine which child should be given priority.

Waiting Lists

A waiting list will be operated for applicants unable to obtain a place at Frimley under priorities 1 to 5 above and will be adjusted to take account of late or in-year applications. Should vacancies occur they will be allocated on the following basis:

Priority 1	Looked after children and previously looked after children
Priority 2	Exceptional arrangements
Priority 3	Children of serving members of staff
Priority 4	Siblings
Priority 5	Nearest school
Priority 6	Distance

Challenging behaviour

We will not refuse to admit a child on behavioural grounds in the normal admissions round or at any point in the normal year of entry. We may refuse admission in certain cases where the specific criteria listed in the School Admissions Code (paragraph 3.8) apply, i.e. where section 87 of the School Standards and Framework Act 1998 is engaged.

We may refuse admission for an in-year applicant for a year group that isn't the normal point of entry, only in such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the provision we can offer. In this case, we will refer these pupils to the Fair Access Protocol. We will not refuse admission on these grounds to looked after children, previously looked after children and children with EHC plans listing the school.

Fair Access Protocol

We participate in Surrey County Council's Fair Access Protocol. This helps ensure that all children, including those who are unplaced and vulnerable, or having difficulty in securing a school place in-year, get access to a school place as quickly as possible.

3. Monitoring arrangements

This policy will be reviewed and approved by the Academy Quality Council every year. Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), the governing board will publicly consult on these changes. If nothing changes, it will publicly consult on the school's admission arrangements at least once every 7 years.