



ADMISSIONS ARRANGEMENTS

September 2025-2026

Linked Documents: Accessibility Plan, Ethos & Values Statement, Equality Policy,

Governing Body implementation date: October 2023

Next Review date: November 2024

Previous review date(s): Dec '20, Nov '21, Nov '22, Oct 23

September admissions

The school has a published admission number of 60 pupils for entry in Year 3. All pupils on roll at Eagley Infant School on the last day of the preceding summer term will be admitted. This includes any pupils over the 60 limit who were admitted according to the admissions/appeals procedures at Eagley Infant School.

Children who are not on roll at Eagley Infant School on the last day of the preceding summer term but who require a place will automatically be placed on the school's waiting list if they apply for September admission and there are no places.

The waiting list will be maintained only for the statutory period (until 31 December). Should any places become available they will be allocated in accordance with the Local Authority's published admission criteria.

As children are added to the waiting list, the list will be re-ranked in accordance with the published admission criteria. This means that children can move both up and down the waiting list.

In-year admissions

As an academy school, Eagley Junior School is its own Admission Authority and has a published admissions number (PAN) of 60 in each age group. The school will continue to admit pupils up to the limit of 60 pupils in each age group.

The School Admissions Code (September 2021) paragraph 1.4 states that *'Admission authorities may also admit above their PAN through in-year admissions.'*

In addition, paragraph 1.5 states that *'...any admissions above the PAN as set out in paragraph 1.4 above will not constitute an increase to the PAN...'*

For in-year admissions, waiting lists will be held for one term:

- Term 1: 1 September to 31 December
- Term 2: 1 January – 12 April
- Term 3: 13 April – 31 August

Parents will need to request for their child to be placed on an in year waiting list. Should any places become available they will be allocated in accordance with the school's criteria below. After a waiting list ends on 31 December, 12 April or 31 August, if a parent wishes their child to continue to be considered for a school place in the next school term, they will need to reapply for a place.

If there are more applications than there are places available, after the admission of pupils with an Education, Health and care Plan where the school is named in the Plan, priority for admission will be given to those children who meet the oversubscription

criteria set out below, in order:

(1) A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order 67. 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).

(2) Children with a sibling attending the school at the time of application. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

(3) Children of members of the armed forces.

(4) Children of members of staff currently residing with that member of staff.

(5) Other children by distance from the school, with priority for admission given to children who live nearest to the school as measured by using Ordnance Survey data to plot an address in this system. Distances are measured as the crow flies from the main entrance of the child's home to the main entrance of the school as specified by the local authority's GIS.

Random allocation will be used as a tie-break in categories 3, 4 and 5 above to decide who has highest priority for admission if the distance between two children's homes and the school is the same. This process will be independently verified.

Current National Guidance

In all its admissions, the school will be mindful of adherence to the September 2021 [School Admissions Code](#), including the [admissions priority for children adopted from state care outside of England](#). In May 2022, the School Admissions Code updated 'What is an Education, Health and Care plan?' section of 'Admission of children of crown servants: explanatory note'. This update also removed lines on EHC plans if a family moves abroad.

