



# Broadmead Primary School

## The Pioneer Academy

366 Sydenham Road • Croydon • Surrey • CR0 2EA  
Tel 020 8684 4003 E-mail: admin@broadmead.croydon.sch.uk



### Admissions Policy 2024-25

#### **School Vision**

At Broadmead Primary School every minute matters. We will create a safe and nurturing environment, where everyone feels valued and achievements are celebrated. Our pupils will have a thirst for learning and a resilience in all that they do.

As part of our diverse community, we are committed to providing high quality teaching and learning, along with memorable experiences; where goals are reached and dreams are fulfilled.

#### **Admissions**

All applications shall be received and offers made individually by the Local Author in common with other Croydon Primary Schools.

The standard number for admissions to Reception is 60, to the Nursery 52 across two nursery classes, one running in the mornings and one running in the afternoons, so 26 pupils per session. The published admission number is inclusive of students with an Education, Health and Care Plan in accordance with the relevant statutory requirements. In line with legislation, all children will be permitted to start in Reception in the September following their 4th birthday.

All applications shall be made using the LA standard application form which can be downloaded from <https://www.croydon.gov.uk/schools-and-education/schools/school-admissions>.

#### **ADMISSION TO NURSERY CLASSES**

Children born between 1 September 2019 and 31 August 2020 (inclusive) may be admitted from September 2024.

Admission numbers for nursery classes at Broadmead Primary School are 26 for morning sessions and 26 for afternoon sessions. These sessions are allocated by the school.

Children with a statement of special educational need or an Education, Health and Care Plan naming a school will be admitted to that school as a result of that process and will be given precedence for admission.

All first preference applications for a nursery class will be considered before second and third preference applications, and all second preferences will be considered before third preferences.

In the event of there being more applications than places the following oversubscription criteria will be used:

*Head Teacher – Mrs Sarah Hunter  
Deputy Head Teachers – Mrs Grace McDougall    Assistant Head Teacher – Miss Louisa Nymeke*

***The Pioneer Academy is committed to safeguarding and promoting the welfare of all our pupils and expect all staff and volunteers to share this commitment.***

**Priority 1** is given to children in public care (looked after children) at the date on which the application is made'. Previously looked-after children are children who were looked after, but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order, immediately after being looked-after. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

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. To qualify for this priority, children must fall within the definition of 'looked after' as in section 22 (1) of the Children Act 1989.

**Priority 2** -- children resident within the London Borough of Croydon Applications for nursery classes from Croydon residents will be considered before any applications from out-borough residents.

**Priority 2A** - This is given to a child with a brother or sister who will be attending the school of parental preference at the time the child is due for admission to the nursery class. This will also be given to children due for admission to the nursery class in an infant school whose brother or sister attends the associated junior school. This priority does not include brothers or sisters due to transfer to secondary school in the next academic year.

For this priority, brother or sister includes a full, half, step or adopted brother or sister living at the same address.

**Priority 2B** - This gives priority to pupils living nearest to the nursery class based on the distance from the home address to the nearest school entrance measured as a straight line in accordance with the London Borough of Croydon's policy on the measurement of home to school distance. Home will be taken as the address at which the child lives with the parent or registered guardian who is the main carer (the parent eligible to receive Child Benefit and/or Child Tax Credit) at the time of application.

Where one or more applicants live exactly the same distance from the school applied for and all would qualify for the last available place, the allocation of the last place will be made by drawing lots. The first child drawn will be offered the place, and the remaining children placed on the waiting list in the order of the draw.

**Priority 3** -- children living outside the London Borough of Croydon- Applications from out of Borough, residents will be considered after all applications from Croydon residents in the same sequence as the priorities in group 2.

There is no right of appeal against decisions not to offer a nursery class place.

## **ADMISSION TO RECEPTION**

Children born from 1 September 2020 to 31 August 2021 (inclusive) will be due to start in the reception class of a primary school in the 2024/2025 school year.

You must apply for a Reception place even if your child already attends the nursery class at one of your preferred schools, as children do not transfer automatically from nursery to Reception. No priority is given for a Reception place because of attendance at a nursery class at the same school.

Children with an Education, Health and Care Plan naming a school will be admitted to that school as a result of that process and will be given precedence for admission.

In the event of there being more applications than places the following oversubscription criteria will be used:

**Priority 1** is given to children in public care (looked after children) at the date on which the application is made'. Previously looked-after children are children who were looked after, but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order, immediately after being looked-after. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

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. To qualify for this priority, children must fall within the definition of 'looked after' as in section 22 (1) of the Children Act 1989.

**Priority 2** This is given to children with a medical condition such that it is essential, on medical grounds, for the child to attend the preferred school. Priority will normally only be given if the school applied for is the closest school to the home address, unless it is considering that an alternative school is essential for medical reasons.

Requests for this priority must be made with supporting evidence at the time of application.

Later requests will be considered only if the medical condition occurs after the closing date for applications. Medical conditions consequential from a failure to obtain the preferred school, for example emotional distress (whether or not leading to a recognised medical condition), do not fall within this priority.

**Priority 3** This is given to children with a brother or sister who will be attending the school of parental preference at the time the child is due for admission to that school. This will also be given to children due for admission to the infant school whose brother or sister will be attending the associated junior school at the time of admission or vice versa. This priority does not include brothers or sisters due to transfer to secondary school in the next academic year.

For this priority, brother or sister includes a full, step, half or adopted brother or sister living at the same address.

Where in an allocation of places, children who are twins, triplets or from other multiple births would qualify for fewer places than the number of children, all will be treated as siblings and therefore accorded the sibling priority. That means that in these circumstances only, twins, triplets or children from other multiple births will be given priority over all other children who qualify to be admitted on distance.

**Priority 4** This is given where either the disability or medical condition of a parent or sibling or exceptional social or domestic circumstances would result in significant hardship if the child did not attend the school nearest to home, nearest to the place of work of the parent not suffering the condition, or convenient to the family's childminder. Requests for this priority must be made with supporting evidence at the time of application.

**Priority 5** This gives priority to children living nearest to the school based on the distance from the home address to the nearest school entrance measured as a straight line in accordance with the London Borough of Croydon's policy on the measurement of home to school distance. Home will be taken as the address at which the child lives with the parent or registered guardian who is the main carer (the parent eligible to receive Child Benefit and/or Child Tax Credit) at the time of application.

Where one or more applicants live exactly the same distance from the school applied for and all would qualify for the last available place, the allocation of the last place will be made by drawing lots. The first child drawn will be offered the place, and the remaining children placed on the waiting list in the order of the draw.

Offers of places will be made by the Local Authority in April for the whole of the academic year. Children who are not offered a place immediately will have the option of remaining on a waiting list. Children on the waiting list will be offered places in order according to the criteria listed above. Children will be removed from the waiting list once the normal admission point for their birth date has passed, unless the parent requests in writing that they should continue to remain on it.

The Pioneer Academy – Broadmead Primary School, in common with all other schools in Croydon, will admit pupils referred under the Fair Access Protocol. Subject to specific provisions in the protocol, a "Hard to Place" pupil will be given priority for admission over any others who are seeking or applying for a school place and the school can admit over their published admission number. The other criteria detailed in this document do not apply to pupils referred under the Fair Access Protocol. Children will be admitted on the first day of each new term or half term.

Parents of children not offered places will also be informed of the appeals procedure. Parents have a statutory right to appeal in the event of the school's decision not to offer a place.

Although Broadmead Primary School is the admissions authority, an independent panel considers appeals and their decision is binding on both parties.

### **Date of entry to Reception classes and admission outside the normal age group**

All children can start in a Reception class in the September of the academic year when they become five years old. Compulsory school age is the beginning of the school term after the child's fifth birthday, and entry may be deferred to the January or April after the fifth birthday.

Parents of children born between 1 April and 31 August may request entry to Reception (rather than Year 1) in the September after the child's fifth birthday. Requests should where possible be made during the normal application period for primary places, accompanied by any available supporting evidence.

If the request is agreed, the application for a school place will be processed in the following year's application period. If the request is not agreed, the child must either start school before the fifth birthday or start school in Year 1 in the September following the fifth birthday. A place will not be allocated at a preferred school unless the child qualifies for a place under the published admission criteria either in the normal or deferred year of entry.

In year requests for admission outside the normal age group (i.e. other than for entry to Reception) should be made at the time of application with supporting evidence. If a child is admitted to Reception one year later than normal, new requests must be made for entry outside the normal age group when transferring to junior school (for a child attending an infant only school).

### **In year applications**

All applications should be directed to the London Borough of Croydon using the in-year application form available to download from

[Applying for school in-year | London Borough of Croydon](#)

The Local Authority holds all waiting lists for places that may become available throughout the year. Any child not offered a place will be placed on the waiting list. Parents have the statutory right of appeal.

Parents of children not offered places will also be informed of the appeals procedure. Parents have a statutory right to appeal in the event of Croydon admissions' decision not to offer a place. Although Croydon is the admissions authority, an independent panel considers appeals and their decision is binding on both parties.

**Note 1:** *A looked after child is a child who 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. They are also children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).*

**Note 2:** *Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and, in every case, the child should be living in the same family unit at the same address. The elder sibling must still be on roll at the school when the younger child starts school.*

**Note 3:** *"Home" being where the child normally resides as their only or principal residence. Addresses involved in child minding (professional or relatives) are excluded. Parents will be asked to provide documentary evidence to confirm an address and parental responsibility. It is expected that the applicant and pupil will still be resident at the same address when the child starts school unless exceptional circumstances apply.*

**Note 4:** *Distance will be measured (in a straight line) from the front door of the child's home address (including flats) to the main entrance of the school building, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.*

Review Date: January 2023