



ADMISSION ARRANGEMENTS FOR TWYDALL PRIMARY SCHOOL FOR THE ACADEMIC YEAR 2023/2024

1. Children reach compulsory school age at the start of the term following their fifth birthday. Twydall Primary School will admit 4 year-olds into its Reception Stage class, i.e. those children born between 1 September 2018 and 31 August 2019 from September 2023.

2. Parents/carers need to apply on-line via Medway Council who co-ordinate the admission to school process for all Reception age children. For further information and contact Medway Council's Student Services Operations Team on 01634 331155 or use the following website:

<http://www.medway.gov.uk/schoolsandeducation/applyforaschoolplace.aspx>

3. Parents/carers are not obliged to start their child at school until the beginning of the term after the child is 5. Therefore, parents/carers who have been offered a September place may ask to defer their child's admission until later in the school year or until the child reaches compulsory school age in that school year without losing the offer of a place. Parents/carers can also request that their child attends part-time until the child reaches compulsory school age.

Parents/carers of children with summer term birthdays (1 April to 31 August 2019) may ask to defer their child to Year 1 in September 2024 but the Reception place will not be saved. Parents/carers will have to apply via the in-year admission process for a Year 1 place. Parents/carers are not able to defer entry beyond the beginning of the term after the child's fifth birthday.

4. The Published Admission Number for Twydall Primary School is 30.

OVERSUBSCRIPTION CRITERIA

Following receipt of parental/carer preferences, places will be offered to those children with an Educational Health Care Plan (EHCP) where Twydall Primary School is named. Then, if the number of requests received via the co-ordinated scheme is more than the number of places available, places will be allocated in the following priority order:

1. IAPLAC children identified as:
 - A 'looked after child' or child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear to Twydall Primary School to have been in state care outside of England and ceased to be in the state care as a result of being adopted.
 - A looked after child is a child who is (a) in the care of the 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 current family association (a brother or sister, including adopted, foster and step siblings living in the same house) in the school at the time of application and still attending in September 2023).
3. Children with health, medical and special access reasons. Medical evidence must be provided which demonstrates a specific health reason, which requires a child to attend Twydall Primary School.
4. Children of teaching staff at Twydall Primary School.
5. Multiple birth children, as defined in the Medway co-ordinated admission scheme.
6. Nearness of child's home to school measured using Medway Council's criteria. Where criteria involves measuring distance to a child's home, the Local Authority's procedures for ascertaining the shortest available safe route between home and the school will be used.

Tie-breaker:

In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

IN YEAR CASUAL ADMISSIONS

Parents/carers need to complete the Casual In-Year Admission Form from Medway Council or the School directly and places will be offered in accordance with the schools oversubscription criteria. Parents can apply for a casual admission at any time during the school year.

- If no places are available at the time of application, the school will maintain a waiting list. Names are kept in priority order according to the oversubscription criteria and not according to how long a child's name has been on the list.
- Any place that becomes available will be offered to the child at the top of the list.
- All vacancies will be allocated as they arise.

Casual Admissions when transferring schools without moving home:

- If a parent/carer wishes to transfer their child from another school without moving home, the Headteacher will contact the child's current



school to ascertain the situation so that our school is able to offer the correct support should the child be offered a place. It is also expected that the parent/carer of the child, along with the child themselves when appropriate, visit our school and meet with the Headteacher before any place will be offered.

APPEALS

Parents/carers have the right to appeal to the school if a place is not offered to their child. Appeals will be handled in line with the School Admissions Appeals Code. The Office of the Schools Adjudicator will take complaints about the schools' admission arrangements.

<https://www.gov.uk/government/organisations/office-of-the-schools-adjudicator>