



Batley Parish CE Primary Academy

ADMISSIONS POLICY FOR THE ACADEMIC YEAR 2027-2028

*Together, we are one.
Each of us is a unique thread, and when woven together, we create the strong, colourful
fabric of our school community.
Our strengths and differences make us stronger.
Every thread matters.
Together, we are weaving bright futures where anything is possible.*

At the heart of the 'ethos' at Batley Parish CE Primary Academy lies the Christian Faith and from that the importance attached to nurturing and developing in our youngsters, the skills and attributes to enable them to become tolerant caring adults with a spiritual contentment that guides them through life. The Governors of Batley Parish, alongside school leaders and staff, are keen to ensure that school serves the local community and embraces children and families from all faith backgrounds or none.

Enhance Academy Trust is the admissions authority for Batley Parish CE Primary Academy. The Local Academy Board administers the admissions process on behalf of the Trust, but all admission decisions are taken by the Admissions Authority.

Making an application

Applications for admission to the school in September 2027 should be made on the common application form as soon as possible after the child's 3rd birthday but by the closing date of 15 January 2027.

If you wish to be considered under the faith-based oversubscription criteria, you must complete a Supplementary Information Form (SIF). Completion of the SIF is optional and is not required for consideration under any other criterion.

Admission procedures

The Planned Admission Limit for admission to the reception class in the school year commencing **September 2027** is 30. This arrangement follows consultation between the Governing Body, the Diocesan Board of Education, Local Authorities and other admissions authorities in the area. The Admissions authority (Enhance Academy Trust) will not place any restrictions on admissions to the reception class unless the number of children for whom admission is sought exceeds this number. **By law, no infant class may contain more than thirty children.**

The Local Authority operates a coordinated admissions scheme and administers a system of equal preferences under which all applications are considered equally and **The School's** Governing Body ranks the available places in accordance with its published admissions policy. In the event that there are more applications than places available, the Governing Body on behalf of Enhance Academy Trust will allocate places using the following criteria, which are listed in order of priority. The Local Authority will make an offer of a place, under the Coordinated Scheme for Admission, in April 2027.

Completion of the SIF is optional and is required only for applicants seeking priority under faith-based criteria. Applications submitted without a SIF will be considered under all other criteria.

Children with an Education, Health and Care Plan (EHCP) naming the school will be admitted.

Oversubscription criteria

Where the number of applications for admission exceeds the number of places available, places will be allocated according to the following oversubscription criteria, **applied in the order set out below.**

1. Looked-after and previously looked-after children

Children who are looked after by a local authority, or who were previously looked after but ceased to be so because they were adopted, became subject to a child arrangements order, or a special guardianship order.

This includes children who appear to the Admissions Authority to have been in state care outside England and ceased to be so as a result of adoption (Internationally Adopted Previously Looked-After Children – IAPLAC).

2. Children with a sibling attending the Academy at the proposed date of admission

A sibling includes a full, half, step, foster or adopted brother or sister, or a child living permanently in the same household.

3. Disadvantaged children

Children eligible for **Pupil Premium, Early Years Pupil Premium, or Service Premium.**

Parents should indicate eligibility on the application form. Eligibility will be verified by the Local Authority.

Where a child is not verified as eligible under this criterion, their application will be considered under the next applicable oversubscription criterion.

4. Children living within the Batley Parish boundary

(Community / parish priority)

5. Children of families who are regular worshippers at Anglican churches within the Batley Parish

A regular worshipper is defined as a parent or child who has attended public worship **at least once per month during the 12 months immediately preceding the closing date for applications.**

Attendance may be at Sunday or weekday services that include an element of Christian worship.

Evidence must be provided via the Supplementary Information Form (SIF) and verified by the priest, minister or churchwarden. Where attendance has been disrupted by circumstances beyond a family's control (for example illness, church closure or relocation), the Admissions Authority may consider alternative evidence of Christian commitment.

6. Children of families who are regular worshippers at other qualifying Christian churches

A qualifying Christian church is one that is:

- a member of **Churches Together in England**; or
- a member of the **Evangelical Alliance**; or
- a partner church of **Affinity**; or
- designated under the **Church of England Ecumenical Relations Measure (2018).**

Evidence must be provided via the Supplementary Information Form (SIF).

7. Any other children

Tie-break

Where two or more applications meet the same oversubscription criterion, priority will be given to the child living closest to the Academy, measured in a straight line from the child's home address to the Academy using the Local Authority's Geographic Information System (GIS).

Where distance is identical, places will be allocated by **random allocation supervised by an independent person.**

Map

A map showing the ecclesiastical parish boundary is displayed on the school website's admissions page.

Parents

'Parents' include all those people who have a parental responsibility for a child as set out in the Children Act 1989. Where responsibility for a child is 'shared', the person receiving Child Benefit is deemed to be the parent responsible for completing application forms, and whose address will be used for admissions purposes.

Home Address and Residing in

The home address is the child's permanent home at the date when applications close or, if a significant house move is involved, the latest reasonable date before the final allocation of places. A child is normally regarded as living with a parent or carer and we will use the parent or carer's address for admissions purposes. You cannot lodge a child with a friend or relation to gain a place at a school. Only one address can be used as a child's permanent address. Where a child's parents live at different addresses and the child spends time at each address the following will be considered when making a decision about the address to be used for admissions purposes:

- how much time is spent at each address;
- which parent has parental responsibility for the child;
- who receives Child Benefit for the child;
- where the child is registered for medical and dental care;
- any residency or custody orders made by the courts.

Documentary evidence will be asked for to support information given about the above points.

Families who are due to move house should provide:

- a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ
- Crown Servants.

The term 'sibling' is defined as:

- a full or half-brother or sister
- a stepbrother or sister
- an adoptive brother or sister
- the children of parents living together in the same family household.

Stepbrother, stepsister, half-brother and half-sister are defined as children who belong to only one parent living in the same family household. The governing body will, as far as possible, admit twins,

triplets or children from other multiple births as long as they comply with the infant class size regulations

Admission of Children Below Compulsory School Age and Deferred Entry

A child is entitled to a full-time place in the September following their fourth birthday. A child's parents may defer the date at which their child, below compulsory school age, is admitted to school, until later in the school year but not beyond the point at which they reach compulsory school age, or beyond the beginning of the final term of the school year for which an offer was made. A child may take up a part-time place until later in the school year, but not beyond the point at which the child reaches compulsory school age. Upon receipt of the offer of a place a parent should notify the school, as soon as possible, that they wish to either defer their child's entry to the school or take up a part time place as above.

Admission of Children Outside Their Normal Age Group (Including Summer-Born Children)

Parents may request that their child is admitted outside their normal age group. Parents must make an application for the child's normal age group at the usual time and also submit a separate written request for admission outside the normal age group to the Admissions Authority (Enhance Academy Trust) at the same time.

The Admissions Authority will make the decision based on the circumstances of each case and in the best interests of the child. The decision will take into account:

- the parents' views;
- information about the child's academic, social and emotional development;
- the child's medical history and the views of any relevant medical professionals;
- whether the child has previously been educated outside their normal age group;
- whether the child would naturally have fallen into a lower age group if not born prematurely;
- the views of the Headteacher, as one factor among those listed above.

Parents of summer-born children (born 1 April – 31 August) may request admission to Reception in the September following their fifth birthday.

Where the request is agreed, parents must apply again in the normal admissions round for that year.

Where the request is refused, the child will be offered a place in their normal age group. Parents retain the statutory right of appeal only if they are refused a place at the school, not if they are allocated a different year group.

If parents believe that the process has not been followed correctly, they may make a complaint under the Trust's Complaints Policy.

Waiting List

Parents who wish their child to be included on the waiting list must inform the school in writing. Any places that become available will be allocated according to the published oversubscription

criteria of the admission policy with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round.

The waiting list will be reviewed and revised:

- each time a child is added to, or removed from, the waiting list
- when a child's changed circumstances will affect their priority
- at the end of each school academic year names will be removed from the waiting list

It should be noted that children who are the subject of direction by a local authority to admit or who are allocated to a school in accordance with an In-Year Fair Access Protocol

In Year Applications

An application can be made for a school place for a child at any time outside the admission round and the child will be admitted where there are available places. Applications should be made direct to the school in writing. You should also complete a Supplementary information form if you would like to be considered in a specific oversubscription category. Where there are places available but more applications than places, the published oversubscription criteria, as set out above will be applied. If there are no places available, the child will be added to the waiting list. You will be advised of the outcome of your application in writing, and you have right of appeal to an independent appeal panel.

Pupil Premium

Children eligible for the pupil premium including the Early Years pupil premium and the service premium. Parents/guardians will be required to provide evidence of eligibility and the school may request confirmation from the applicant's home local authority. Children given priority under this criterion fall into the following categories:

- Children eligible to be registered for free school meals and children who have been registered as eligible for free school meals at any point in the last six years;
- Children eligible to receive the Early Years premium; and
- Children whose parent(s) are serving in the regular UK armed forces, the children of regular armed forces personnel who were serving in the past 3 years, or children who are in receipt of a pension under the Armed Forces Compensation Scheme and the War Pensions Scheme because their parent(s) died on active service with the UK armed forces.

Appeals

Where the governors are unable to offer a place because the school is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002.

Parents who intend to make an appeal against the admissions authority (Enhance Academy Trust) decision to refuse admission must submit a notice of appeal within twenty-one days of receiving the refusal letter to:

The Independent Admission Appeal Clerk

Telephone: 07949707868 churchschoolappeals@gmail.com

These admission arrangements were determined by Enhance Academy Trust, following consultation and recommendation from the Local Academy Board of Batley Parish CE Primary Academy, on 12th February 2026, in accordance with the School Admissions Code (2021).