

## APPENDIX A

### OVERSUBSCRIPTION CRITERIA FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS

1) A **'Looked after child'** or a child who was previously looked after but ceased to be so because they were adopted (or became subject to a child arrangements, or special guardianship order). 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 for whom there are particular medical or social reasons** which, in the Council's view, justifies admission to a particular school. Supporting evidence from a registered professional, such as a medical practitioner, psychologist or social worker, must be provided which sets out the particular reasons why the school in question is the most suitable school and the difficulties that would be caused if the child had to attend another school. A panel of officers will consider the information presented and will determine whether the evidence is sufficiently compelling to apply this criterion to the application. The council, if it is considered appropriate, will seek the views of the school doctor or educational psychologist in the event of parents requesting admission on medical or psychological grounds. This criterion cannot be considered if the required documents have not been received. If the evidence provided relates to the parent/carer of the child then this must be provided by an individual who is suitably qualified to give a professional opinion on the medical/social circumstances and who has been involved with the parent/carer. A panel of officers will consider the information presented and determine whether or not the evidence is sufficiently compelling to apply a social criteria. Few applications fall within the medical/ social category.

3) **Siblings** – pupils with brothers or sisters, step-brothers or step-sisters, half-brothers or half-sisters, adopted brothers or adopted sisters living together as part of one household, already attending the preferred school (in years Reception through to Year 10 and year 12) and expected to continue at the school in the following school year. (i.e. at the time of admission)

4) **Children resident within the designated catchment zone of the school.** Children will be classed within this category if they and their parents/carers are resident within the area served by the school on the closing date for applications.

5) Children not resident within a school's local catchment zone but attending a school designated as a partner school (**only applicable for primary to secondary transfer applications**) for admissions purposes, as out-of-zone pupils.

6) **Distance** - Pupils living nearest to the school measured using Ordnance Survey mapping in conjunction with Local Land and Property Gazetteer (LLPG) to identify each property and the school. A straight line measurement in miles is taken from the place of residence to the school to calculate the distance.

Where a school cannot accommodate all pupils qualifying under one of the criteria stated above, the next criteria will also be applied to determine priority for admission. For example, if a school cannot accommodate all siblings for whom an application has been received, all sibling applicants will be prioritised in the order of:

- Siblings (criterion three) who live within the school's designated catchment area (criterion four)
- Siblings (criterion three) who do not live within the school's designated catchment area (criterion six)