



West Norfolk
Academies Trust

Heacham Junior School

Admissions Policy

2027-28

Reviewed by: Governing Body

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Contents

1. Aims	1
2. Organisation	1
3. Structure for liaison between Junior School and New Children	1
4. General Admissions	1
5. Admissions Criteria in the Event of Over Subscription	1
6. Making a Decision About a Request for Admission Outside the Normal Age Group	2
7. Relationships to Other Policies	2
8. Roles and Responsibilities of Head Teacher, Other Staff and Governors	3
9. Arrangements for Monitoring and Evaluation	3

1. Aims

We aim to:

- make the transition from Infant to Junior a smooth, happy experience, where children feel confident and secure.
- enable staff to plan for the smooth running of the whole class throughout the year.

2. Organisation

- Children born between 1st September and the 31st August may start year 3 at the beginning of the Autumn Term before their eighth birthday.
- All children start full time unless there is a specific need which is discussed with the Headteacher.

3. Structure for liaison between Junior School and New Children

- Parents and carers are invited to a meeting where information is shared prior to start date.
- Curriculum and general advice on helping children prepare for, start and settle into school is provided.
- Visits are made to Infant School by Junior staff. Visits are made to Juniors by class teachers are Infants.

4. General Admissions

- Parents wishing to make an initial enquiry concerning the admission of a child to the school should firstly contact the School Office, who will arrange a meeting where the school can be viewed and questions answered.
- Parents will be contacted by the Local Authority in Autumn term when children are in year 2 to make a preference for a school in year 3.
- Applications for the admission of children who require special facilities will be considered on an individual basis.

5. Admission Criteria in the Event of Over Subscription

In the event of over-subscription preference will be given to children living nearer to the school according to the following criteria, in order of priority:

1. Children with a statement of Special Educational Needs naming the school,
2. Children in public care who live in the area served by the school,
3. Children who live within the catchment area and have a brother or sister attending the school at the time of their admission,
4. Children who live within the catchment area,
5. Children who live outside the catchment area and have a brother or sister attending the school at the time of their admission.

In the event of over-subscription, children with special educational needs will not be refused admission or given lower priority than other applicants.

6. Making A Decision About A Request for Admission Outside the Normal Age Group

The majority of children, including those who are deemed gifted or talented, born early in the year, born late in the year or find learning challenging, are best placed within the year group indicated by their date of birth. Accelerated or decelerated admission should only take place when it is agreed the needs of the child cannot be met within their year group and the benefits of moving out of group outweigh any social or emotional disadvantage.

Our Key Principles

- All children and young people should normally be educated in their chronological year group.
- Schools assess the learning needs of children and young people so that the curriculum they provide is relevant enabling them to make appropriate progress and maximise their achievement.
- Admission of children outside their normal year group will be made in accordance with the School Admissions Code 2021.

- **Factors we will take into consideration for accelerated admission:**

A demonstration of exceptional intellectual ability, mature language, physical and emotional maturity, well developed social relationship, evidence of exceptional ability in all areas of development, the child's development and abilities exceed the expectation of recognised levels (e.g. exceeded Early Years Foundation Stage and met all Early Years Goals, or achieved exceptional levels in all areas of National Curriculum measured by Standard Assessment Tests (SATs)), potential impact on future educational opportunities, including transition at the end of an educational stage.

- **Factors we will take into consideration for decelerated admission:**

A demonstration of significantly underdeveloped intellectual ability, language gaps significantly below chronological age, significant physical and emotional developmental delay, significantly underdeveloped social relationship skills, evidence of significant delay in all areas of development, the child's development and abilities fall severely short of the expectation of recognised levels, potential impact on future educational opportunities, including transition at the end of an educational stage.

- There is no statutory barrier to children being admitted outside their normal age group, but parents do not have the right to insist that their child is admitted to a particular age group. There is no right of appeal against the decision not to accelerate or decelerate a child's entry to school/year group.
- The decision is made by the relevant headteacher within the Trust.

- 6.8 Children already in a WNAT school, in an existing year group the headteacher will make the decision on whether the child should be educated in a year group outside of their chronological age. For children moving into a school with the Trust, the admission will be considered against the child's chronological age group.

7. Relationship to Other Policies

This policy should be read in conjunction with the policies on Equality, SEND, LAC and the EYFS policy. It should be reviewed annually.

8. Roles and Responsibilities of Head Teacher, Other Staff, Governors

The **Head Teacher** will ensure that:

- pupils are admitted only in accordance with this policy,
- the school is represented on the Local Authority admission forum,
- where places are available, pupils are admitted in accordance with the agreed priorities.

All **staff** are expected to follow this policy when advising prospective parents/carers and admitting pupils.

The **governing body** will ensure that:

- the admission arrangements are reviewed annually and consultation takes place on changes with all other admission authorities,
- the admission arrangements are published in the prospectus and made available to parents/carers and potential parents,
- an admissions' register is kept up to date,
- an appeal panel is in place (using county's services and independent panel) to hear parents'/guardians'/carers' appeals against non-admission,
- the net capacity formula is reviewed annually and proposed variations communicated to the local authority (or statutory body in the case of foundation schools).

9. Arrangements for Monitoring and Evaluation

The number of pupils on roll and number and reason for unsuccessful appeals will be reported to the governing body each term with advice on any implications, plus feedback from parents/carers.