

Community
Primary
Schools
Admission
Arrangements

September 2012-13

1. Admissions Numbers Schools to Brent Community Primary Schools

| | Name of School | Admissions Number | Gates measured to |
|----|---------------------------------|-------------------|--|
| 1 | Anson Primary School | 52 | Main gate |
| 2 | Barham Primary School | 90 | Main/Back gate |
| 3 | Braintcroft Primary School | 90 | Main gate |
| 4 | Brentfield Primary School | 90 | Main gate |
| 5 | Byron Court Primary School | 90 | Main gate |
| 6 | Carlton Vale Infant School | 60 | Main/Back gate |
| 7 | Chalkhill Primary School | 60 | Main gate |
| 8 | Donnington Primary School | 30 | Main gate |
| 9 | Elsley Primary School | 60 | Main/Back gate |
| 10 | Fryent Primary School | 60 | Main gate |
| 11 | Furness Primary School | 60 | Main/Back gate |
| 12 | Gladstone Park Primary School | 90 | Main gate |
| 13 | Harlesden Primary School | 30 | Main gate |
| 14 | Kensal Rise Primary School | 90 | Main gate |
| 15 | Kingsbury Green Primary School | 90 | Main gate |
| 16 | Leopold Primary School | 60 | Main gate |
| 17 | Lyon Park Infant School | 120 | Main gate |
| 18 | Lyon Park Junior School | 120 | Main gate |
| 19 | Malorees Infant School | 60 | Main gate |
| 20 | Mitchell Brook Primary School | 60 | Main gate |
| 21 | Mora Primary School | 60 | Main gate |
| 22 | Mount Stewart Infant School | 90 | Main gate |
| 23 | Mount Stewart Junior School | 90 | Main gate |
| 24 | Newfield Primary School | 60 | Main/Back gate |
| 25 | Northview Primary School | 30 | Main gate |
| 26 | Oliver Goldsmith Primary School | 60 | Main gate/Kingsbury Road gate |
| 27 | Park Lane Primary School | 60 | Main/Back gate |
| 28 | Preston Park Primary School | 90 | Main gate |
| 29 | Roe Green Infant School | 120 | Main gate |
| 30 | Roe Green Junior School | 120 | Main gate |
| 31 | Salisbury Primary School | 90 | Main gate |
| 32 | Stonebridge Primary School | 60 | Main/Back gate |
| 33 | Uxendon Manor Primary School | 60 | Main gate |
| 34 | Wembley Primary School | 120 | Main/Back gate |
| 35 | Wykeham Primary School | 60 | Annesley Close -Front & Rear Ardley Close- Front & Rear |

These are minimum admission numbers. The council is hoping to expand some schools to provide additional places.

2. Application Procedure for Brent Community Primary Schools for Reception and Year 3 places.

Parents who wish to secure a place for their child at a Brent Community Primary school in the 2012/2013 school year must apply to their Local Authority. Brent Schools Admissions Service will co-ordinate applications to Brent Primary Schools and other Local Authorities in London in line with the published primary co-ordination scheme for 2012.

There is no automatic transfer from nursery to reception. Parents must complete a separate application.

Application forms will be available from September 2011 and the closing date for applications will be 15 January 2012. Offer Letters will be sent out on 18 April 2012.

Parents can defer entry for their child until their child is statutory school age. Statutory school age begins the first day of term after your child's fifth birthday. Parents cannot however defer entry for children born in the summer term for the whole school year. Parent's wishing to defer entry must contact the school after advising them on this after a place has been offered. Parents can also request that their child attends part-time until their child reaches statutory school age.

Three year old children should not be admitted to reception classes.

3. Late Applications

Initial offers will be made to those children whose parents applied before the 'closing date'.

Late applications will be received but will not normally be considered for a place at the school until after this initial offer has been made. If some parents decline the initial offer of a place for their child, or vacancies become available, then all applications received, whether on time or late, will be considered for these places.

4. Casual Admission Application Procedure and In Year Fair Access

If you wish to make an application for any school you will need to contact your local council. If you are a Brent resident contact Brent Council's School Admissions Service on 020 8937 3110 or visit www.brent.gov.uk/admissions to apply for a place. All applications will be considered in line with our published admission arrangements. Under the In year Fair Access Protocol children without a school place will have priority over children seeking a transfer. Outcomes of applications will be sent to you by Brent Council. Unsuccessful applicants will be placed on the waiting list.

5. Waiting Lists

Lists will be maintained throughout the school year. A child's position on the waiting list does not depend upon the time they have been on the list but will be determined by how they meet the oversubscription criteria.

This means that a child's position on the list can go down as well as up, depending upon the child's circumstances and those of other applicants. The waiting list will be closed each year and will not roll over. Parents wishing to stay on the waiting list will be required to submit a request to Brent Council's School Admissions Service.

6. Appeals

If you wish to appeal against any decision not to offer a place at a Brent Community School, you should complete and return an appeal form which you can obtain from the Brent School Admissions Service, Chesterfield House, 9 Park Lane, Wembley, HA9 7RH or from the council website. All forms should be returned to the same address.

Parents/carers should appeal within 12 school days from the date of their notification letter that their application was unsuccessful. Appeals will be heard by an Independent Appeals Panel within 30 school days of the appeal being lodged.

There is no right of appeal against any decision not to offer a place in a nursery.

Oversubscription Criteria for Community Primary Schools September 2012

The criteria set out below apply to community primary schools only. There are 35 Community Primary schools in Brent. Voluntary aided or religious faith schools, foundation schools and academies have their own admission policies. Parents should approach the head teacher or chair of governors of these schools directly for a copy of their admission arrangements or visit www.brent.gov.uk/admissions this webpage will list all the admission arrangements for all schools in Brent.

There is no automatic transfer from nursery to reception class. Parents wanting to apply for a place at reception must complete a separate application form.

Applications for children with a statement of Special Educational Need are made by Local Authority SEN teams. The placement of children with such a Statement is made after a process of consultation between parents, the school and the Local Authority. Children with a statement of Special Educational Need receive priority over others for admission to the school named on their Statement.

Schools should not admit more than 30 pupils in each class for reception, Year 1 & Year 2. This is to enable the Local Authority to meet its statutory duty of having no more than 30 pupils in each class at Key Stage 1. Three year old children should not be admitted to reception classes.

The following criteria are clear, fair and objective. It is illegal for schools to discriminate against a pupil on the basis of his/her ethnicity.

Whenever and wherever possible, children are offered a school of their parents' preference and in practice the majority of children go to the school which their parents select for them.

Sometimes, however, there are more applications for a certain school than there are places available. Whenever this happens, pupils are offered places in the following order of priority:

1. Children in public care (looked after children)

An application for admission to school must be made by the person with parental responsibility and / or the child's social worker.

2. Children attending an infant school on the same site as a junior school.

This criterion will only affect admission to a junior school that is on the same site as the infant school the child attends immediately prior to the transfer.

3. Children for whom it is essential to be admitted to a *specific school* because of special circumstances to do with significant medical needs, social needs or special educational needs.

It is open to any parent to make an application under this criterion. The application should be supported, where possible, with a recommendation in writing from a recognised professional of senior status; medical consultant, head teacher of current school or other appropriate officer.

The recommendation for this specific school should demonstrate knowledge of the school in terms of resources and organisation which deems it essential that the named pupil be admitted to the specific school.

*This criterion relates to the **child's** medical, social and special needs. Not any member of the child's family. Decisions regarding whether children fall under this criterion are made by the local authority. If you are unsure if your application meets this criterion, please contact the Brent School Admissions Service for further advice. It is better to send information to support your application. The local authority can only consider information it has received.*

4. Brothers or sisters of a child who attends the school, or an infant or junior school on the same or adjoining site, and who will continue to do so on the date of admission.

This includes half and step brothers and sisters and foster children so long as they live at the same address - but **not** cousins. Siblings attending the same school should have priority over those attending a separate school on the same site.

5. Children living within the school's catchment area.

The catchment area is the defined neighbourhood in which the school is sited. It is generally bounded by major roads and/or railway/tube. The catchment area is defined by the Local Authority and is designed to ensure that each address in the borough falls into the catchment area of one school. Information on which streets make up a catchment area can be obtained from the Local Authority, the school and the Local Authority's website.

6. Children who attend the nursery.

This will be evidenced by the primary school as being on roll at the nursery prior to offers being made.

7. All other applicants.

Tie Breaker

Within each criterion priority will be given to the applicant who lives closer to the school. This will be judged by the shortest measured walking distance using road networks including public rights of way* from the child's home to the school gate. Where a school has more than one gate as defined in the admission arrangements distances will be measured to the nearest school gate from the child's home. Where schools have an agreed travel plan, this will also include any routes which schools have determined as being "safe routes to walk". (The travel plan used for this purpose will be the plan which is operational for the school at the closing date for applications.)

*A public right of way is one which is determined by The Countryside Act 1968. Where applicants live in the same block of flats, internal walkways will be treated as public rights of way when calculating distance travelled (measurements will be taken from the door of each individual dwelling). If you would like a copy of The Countryside Act 1968 please contact the Brent School Admissions Service on 020 8937 3110.

Twins, Triplet and other children of multiple births

In the event that the school has one place to offer and the next child on the waiting list is one of twins, triplets or other children of multiple births, the Local

Authority will offer both twins, all triplets or children of multiple birth a place even if this means temporarily going over the published admission's number.

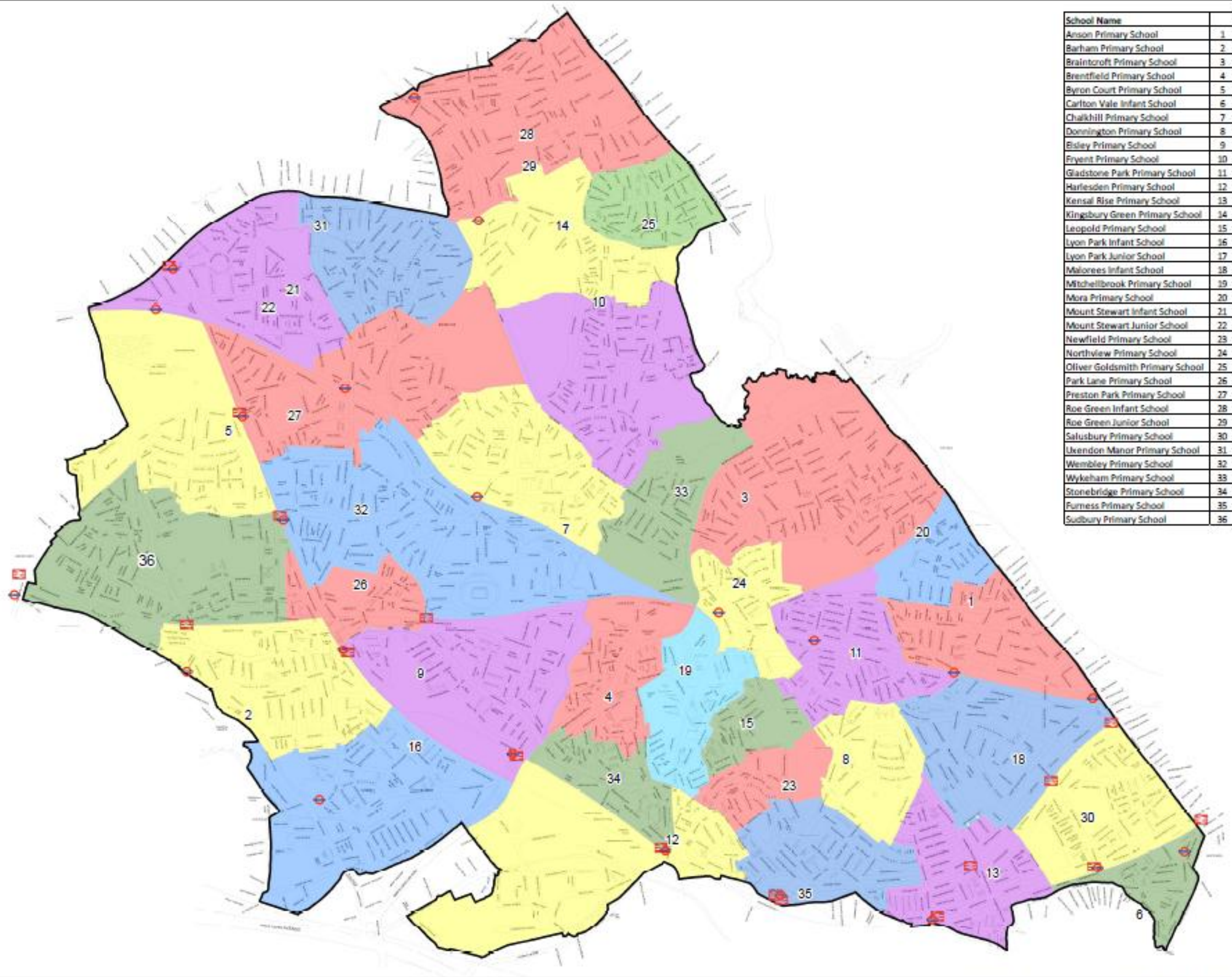
Split residence

Where a child lives with parents with shared responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which is the residential address for the purpose of admission to school. If the residence is not split equally between both parents then the address used will be the address where the child spends the majority of the school week.



School Catchment Areas for September 2010

| School Name | |
|---------------------------------|----|
| Anson Primary School | 1 |
| Barham Primary School | 2 |
| Braintcroft Primary School | 3 |
| Brentfield Primary School | 4 |
| Byron Court Primary School | 5 |
| Carlton Vale Infant School | 6 |
| Chalkhill Primary School | 7 |
| Donnington Primary School | 8 |
| Esley Primary School | 9 |
| Fryent Primary School | 10 |
| Gladstone Park Primary School | 11 |
| Harlesden Primary School | 12 |
| Kensal Rise Primary School | 13 |
| Kingsbury Green Primary School | 14 |
| Leopold Primary School | 15 |
| Lyon Park Infant School | 16 |
| Lyon Park Junior School | 17 |
| Malorees Infant School | 18 |
| Mitchellbrook Primary School | 19 |
| Mora Primary School | 20 |
| Mount Stewart Infant School | 21 |
| Mount Stewart Junior School | 22 |
| Newfield Primary School | 23 |
| Northview Primary School | 24 |
| Oliver Goldsmith Primary School | 25 |
| Park Lane Primary School | 26 |
| Preston Park Primary School | 27 |
| Roe Green Infant School | 28 |
| Roe Green Junior School | 29 |
| Salisbury Primary School | 30 |
| Uxendon Manor Primary School | 31 |
| Wembley Primary School | 32 |
| Wykeham Primary School | 33 |
| Stonebridge Primary School | 34 |
| Furness Primary School | 35 |
| Sudbury Primary School | 36 |



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