LIGHTHOUSE SCHOOLS PARTNERSHIP

SCHOOL ADMISSION ARRANGEMENTS FOR NORTH SOMERSET PRIMARY SCHOOLS WITHIN THE LIGHTHOUSE SCHOOLS PARTNERSHIP 2026-27

Statutory Policy

Approved by the Trust Board

Signed:

Date: 26.2.25

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School Admission Arrangements for North Somerset primary-phase schools within the Lighthouse Schools Partnership 2026-27

Contents

1. Introduction

2. Oversubscription criteria and published admissions number
   - 2.1. Primary, Infant and Junior schools

3. Starting at a Primary, Infant or Junior school
   - 3.1. Applying
   - 3.2. Deadline

4. In year school transfer applications
   - 4.1. Applications
   - 4.2. Outcome
   - 4.3. Alternative places
   - 4.4. Waiting list
   - 4.5. UK Service Personnel and Crown Servants
   - 4.6. Fair access

5. General information
   - 5.1. Who can apply
   - 5.2. Parent
   - 5.3. Home address
   - 5.4. Change of address
   - 5.5. Documentary evidence
   - 5.6. Supporting documents
   - 5.7. Withdrawal of an offer
   - 5.8. Children in care
   - 5.9. Siblings
   - 5.10. Distances
   - 5.11. Admissions of children outside their normal chronological age group (delayed or accelerated entry)
   - 5.12. Deferred entry
   - 5.13. Appeals
   - 5.14. Education, Health and Care Plan
   - 5.15. Alteration

6. Contact details

7. Catchment Areas
   - 7.1. Primary schools

Introduction

The Lighthouse Schools Partnership is a schools trust with schools across the age range providing education to children and young people from Nursery to Sixth Form. It is a not-for-profit charity with the key aim of 'advancing education for public benefit'. The Trust includes both community and Church of England schools.

The Lighthouse Schools Partnership has developed and published these Admission Arrangements to help explain the admission application process clearly and comprehensively, so that parents and children are suitably informed when choosing and applying for a preferred school. The arrangements comply with the requirements of the 2021 School Admissions Code and the 2022 School Admission Appeals Code issued, issued under Section 84 of the School Standards and Framework Act 1998. Any concern regarding statutory compliance, fairness or equality of local policy/practice, should be directed to the Lighthouse Schools Partnership via any of its schools. If the matter cannot be resolved locally, a complaint may be raised with the Office of the Schools Adjudicator (see Part 7 for contact details). Every admission application received will be administered in a fair and equitable way, in strict accordance with published policy and practice.

In accordance with our schools' academy status, the Board of Trustees is the Admissions Authority.

The 'day to day' management of school admissions is delegated to an Admissions Committee established within each school setting. If you would like to discuss your specific requirements or need further help with any aspect of the admissions process, please contact the individual school. It is recommended that you also visit the school websites which provide a lot of useful information about the school, its community and curriculum and the Lighthouse Schools Partnership.

Oversubscription criteria and published admissions number

Where a school is named in a child's Education, Health and Care Plan, the Admission Authority for the school is legally required to admit the child to the school. Such children will therefore be allocated places at the named school before the oversubscription criteria is applied.

If a school receives more applications than the admission number, the oversubscription criteria will be used to determine who will be allocated places. All applications will be ranked in accordance with the criteria given in order of priority. Within each criterion, priority will be given to children living closest to the school measured in a direct line.

When the furthest distance to qualify for a place relates to a household containing two or more children living at the same address for the majority of the time, for whom applications are made (e.g. twins), the place will be offered to one child, which will be

determined by drawing lots, unless the admission authority agrees to admit the subsequent child(ren). If the subsequent child(ren) from a multiple birth (e.g. twin, triplet etc) are admitted are for an Infant Class size year group, the admission would be considered as an excepted child under infant class size legislation (School Admissions Code 2021 section 2.16 g).

2.1 Primary, Infant and Junior schools

School	Age range	Year of intake	Admissions number
Backwell C of E Junior	7-11	Year 3	60
Blagdon Primary	4-11	Reception	15
Burrington C of E Primary	3-11	Reception	15
Churchill C of E Primary	4-11	Reception	30
Flax Bourton C of E Primary	4-11	Reception	30
Golden Valley Primary	4-11	Reception	60
Grove Junior	7-11	Year 3	60
Hannah More Infant	5-7	Reception	60
High Down Infant	3-7	Reception	60
High Down Junior	7-11	Year 3	60
Northleaze C of E Primary	4-11	Reception	30
Portishead Primary	4-11	Reception	60
St Andrew's C of E Primary	4-11	Reception	30
St Mary's Church of England Primary	4-11	Reception	15
St Peter's Church of England Primary	4-11	Reception	90
West Leigh Infant	5-7	Reception	45
Winford C of E Primary	4-11	Reception	30
Wraxall C of E Primary	4-11	Reception	15
Wrington C of E Primary	4-11	Reception	30
Yatton Infant	4-7	Reception	60
Yatton C of E Junior	7-11	Year 3	60

Backwell C of E Junior

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children who are attending West Leigh Infant school at the time of application.

3. Children who have a sibling on roll at West Leigh Infant school or Backwell Junior school at the time of application who will still be on roll at the time of admission and who lives at the same address.

4. Children living nearest to the school.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Blagdon Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children living within the school's Catchment Area with a sibling who will be attending the school at the time of admission

3. Children living within the Catchment Area.

4. Children, living outside the Catchment Area, with a sibling who will be attending the school at the time of admission.

5. Children living outside the Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Burrington C of E Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order) immediately following having been in Care.

2. Children living within the school's Catchment Area with a sibling who will be attending the school at the time of admission.

3. Children living within the Catchment Area.

4. Children, living outside the Catchment Area, with a sibling who will be attending the school at the time of admission.

5. Children not satisfying a higher criterion

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Churchill C of E Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order) immediately following having been in Care.

2. Children living within the school's Catchment Area with a sibling who will be attending the school at the time of admission.

3. Children living within the Catchment Area.

4. Children, living outside the Catchment Area, with a sibling who will be attending the school at the time of admission.

5. Children living outside the Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Flax Bourton C of E Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children living within the school's Catchment Area with a sibling who will be attending the school at the time of with admission.

3. Children living within the Catchment Area.

4. Children, living outside the Catchment Area, with a sibling who will be attending the school at the time of admission.

5. Children living outside the Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Golden Valley Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children with a sibling who will be attending the school at the time of admission.

3. Children living nearest to the school.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Grove Junior

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children who are attending Hannah More Infant school at the time of application.

3. Children who have a sibling on roll at Hannah More Infant school or Grove Junior school at the time of application who will still be on roll at the time of admission and who lives at the same address.

4. Children living nearest to the school.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Hannah More Infant

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children with a sibling who will be attending Hannah More Infant school or Grove Junior school at the time of admission.

3. Children living nearest to the school.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

High Down Infant

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children with a sibling who will be attending High Down Infant school or High Down Junior school at the time of admission.

3. Children of High Down staff employed on a permanent contract by the school for at least two years at the time of application, or where the member of High Down staff has been recruited to fill a post for which there is a demonstrable skill shortage. This does not include staff who work on the school site for other employers.

4. Children not satisfying a higher criterion

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

High Down Junior

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children attending High Down Infant School at the time of application.

3. Children who have a sibling on roll at High Down Infant School or High Down Junior School at the time of application who will still be on roll at the time of admission and who lives at the same home address.

4. Children of High Down staff employed on a permanent contract by the school for at least two years at the time of application, or where the member of High Down staff has been recruited to fill a post for which there is a demonstrable skill shortage. This does not include staff who work on the school site for other employers.

5. Children not satisfying a higher criterion.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Northleaze C of E Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children with a sibling attending the school at the time of admission, and are living within the Northleaze Catchment Area.

3. Children living within the Northleaze Catchment Area.

4. Children, living outside the Northleaze Catchment Area, with a sibling who will be attending the school at the time of admission.

5. Children living outside the Northleaze Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Portishead Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children who, have a sibling on roll at the school at the time of application who will still be on roll at the time of admission and who lives at the same home address.

3. Children not satisfying a higher criterion

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

St Andrew's C of E Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order) immediately following having been in Care.

2. Children living within the school's Catchment Area with a sibling who will be attending the school at the time of admission.

3. Children living within the Catchment Area.

4. Children, living outside the Catchment Area, with a sibling who will be attending the school at the time of admission.

5. Children living outside the Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

St Mary's Church of England Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children who have a sibling on roll at the school at the time of application who will still be on roll at the time of admission and who lives at the same home address.

3. Children living within the Catchment Area.

4. Children not satisfying a higher criterion.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

St Peter's Church of England Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children who, have a sibling on roll at the school at the time of application who will still be on roll at the time of admission and who lives at the same home address.

3. Children not satisfying a higher criterion

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

West Leigh Infant

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children, living within the school's Catchment Area, with a sibling who will be attending West Leigh Infant School or Backwell C of E Junior School at the time

of admission.

3. Children living within the Catchment Area.

4. Children, living outside the Catchment Area, with a sibling who will be attending West Leigh Infant school or Backwell C of E Junior school at the time of admission.

5. Children living outside the Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Winford C of E Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children with a sibling who will be attending the school at the time of admission, and are living with the Catchment Area.

3. Children living within the Catchment Area.

4. Children living outside the Catchment Area with a sibling who will be attending the school at the time of admission.

5. Children living outside the Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Wraxall C of E Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children who have a sibling on roll at the school at the time of application who will still be on roll at the time of admission and who lives at the same home address.

3. Children living within the Catchment Area.

4. Children not satisfying a higher criterion.

A map of the ecclesiastical parish boundary is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Wrington C of E Primary

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or special guardianship order) immediately following having been in Care.

2. Children living within the school's Catchment Area with a sibling who will be attending the school at the time of admission.

3. Children living within the Catchment Area.

4. Children, living outside the Catchment Area, with a sibling who will be attending the school at the time of admission.

5. Children living outside the Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Yatton Infant

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.
2. Children living within the Catchment Area with a sibling who will be attending Yatton Infant School or Yatton C of E Junior School at the time of admission.

3. Children living within the Catchment Area.

4. Children, living outside the Catchment Area, with a sibling who will be attending Yatton Infant school or Yatton C of E Junior school at the time of admission.

5. Children living outside the Catchment Area living nearest to the school.

A map of the Catchment Area is provided at the end of this policy.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Yatton C of E Junior

1. Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

2. Children who are attending Yatton Infant school at the time of application.

3. Children who have a sibling on roll at Yatton Infant school or Yatton C of E Junior school at the time of application who will still be on roll at the time of admission and who lives at the same address.

4. Children living nearest to the school.

Within each criterion, priority will be given to children living closest to the school measured in a direct line.

Starting at a Primary, Infant or Junior school

The following information should be read in conjunction with the 2026-27 Coordinated Admission Scheme published by the Local Authority in the area which the child lives (the home Local Authority).

The scheme can be viewed on the North Somerset Council's website at co-ordinated scheme

3.1 Applying

North Somerset residents seeking school places should apply on a North Somerset application form. Residents outside North Somerset seeking places at North Somerset schools should apply for places on their home Local Authority's application form.

Children who attend an infant school do not transfer automatically to a junior school. Parents must make a separate application for transferring from an infant school to a junior school. Attendance at an infant school does not guarantee admission to a particular junior school. Allocations will be made in accordance with the relevant oversubscription criteria so places at a paired junior school cannot be guaranteed. The current junior criteria gives children attending a paired infant school priority over other children, except those who have an Education, Health and Care Plan or Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

Infant schools paired with junior schools:

- Hannah More Infant with Grove Junior
- High Down Infant with High Down Junior
- West Leigh Infant with Backwell Church of England Junior
- Yatton Infant with Yatton Church of England Junior

For North Somerset children the application form is available for submission using the online system on the North Somerset Council website or in a paper form. Applicants are strongly advised to read the parent guide for this intake which is available on North Somerset Council's web site. See contact details section for details.

3.2 Deadline

Applications must be received by:

- Primary, Infant and Junior schools: 23:59 on 15 January 2026

Otherwise the application will be recorded as late. Late applications will not be considered in the first round of allocations and an outcome will not be sent on the National Offer Day. Please see North Somerset Council's co-ordinated scheme for this intake for full details.

In year school transfer applications

The following applications will be treated as in-year admissions during 2026-27:

- applications for admission to Reception which are received after 1 September 2026;
- all other applications for admission to Years 1 to 6.

4.1 Applications

Except for deferred entry for Reception Year Group children, applications will not normally be considered in advance of the date the place is required this will be up to 21 school days in advance. However, applications for admission in September 2026 can be made from 1 June 2026.

4.2 Outcome

Upon receipt of an in-year application, the local authority will aim to notify the parents of the outcome of their application in writing within 10 school days, but they must be notified in writing within 15 school days. Where an application is refused, the reason for refusal will be set out along with information about the right to appeal. Where an applicant is offered a school place following an in-year application, and the offer is accepted, arrangements should be made for the child to start school as soon as possible, particularly where the child is out of school. Any offer of a school place is valid for 21 days unless withdrawn by the parent or North Somerset Council.

4.3 Alternative places

The Admissions Authority is required to notify North Somerset Council of any in year transfer applications received and the outcome of them. If a place is unable to be offered at a preferred school and the applicant is, or has proven they will be, a resident of North Somerset then the Council will either:

i. offer a place at the nearest school to the home address with a place available
ii. advise the applicant of places that may be available at Own Admission Authority school(s)
iii. if the child is currently attending the nearest available school to the home address, the Council is not required to take any actions.

4.4 Waiting list

Where there are more children than places available, a waiting list will operate for each year group. If parents would like their child's name to be added to the waiting list, they must request it, as no child is added automatically. North Somerset Council maintain our Primary school waiting lists and all requests must be made directly to them.

Waiting lists for each year group will be maintained on an academic yearly basis. Applicants will then remain on the waiting list until the end of the academic year and considered for any vacancies that may arise. If applicants wish to remain on the waiting list for a new academic year, they must reapply for a place for the new academic year. Any application or appeal that is yet to be processed will be considered for a vacancy

along with those already on the waiting list. When filling a vacancy, all those seeking a place at the time the decision is made (not at the time the vacancy occurs) will be considered.

Children who are the subject of a direction by a Council to admit or those who are allocated a school in accordance with the Fair Access Protocol, will take precedence over those on the waiting list.

Priority will not be given on the basis of the date an application was added to the list. All applications must be ranked in line with the Admission Authority's oversubscription criteria and any allocations will be made using this. Waiting list positions can go up as well as down as additional applicants are added to or removed from the waiting list and ranked in accordance with the specific oversubscription criteria.

4.5 UK Service Personnel and Crown Servants

For UK Service Personnel and other Crown Servants, where possible, places may be allocated in advance of the pupils return to the UK provided the MOD, FCO or GCHQ have provided a letter declaring a return date and residency placement. Places may be offered and reserved up to one term in advance of the place being required. North Somerset operates 6 terms per year. Term dates can be found at www.n-somerset.gov.uk/school-term-dates.

4.6 Fair Access Protocol

Each Local Authority **must** have a Fair Access Protocol, agreed with the majority of schools in its area to ensure that - outside the normal admissions round - unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. In agreeing a protocol, the Local Authority **must** ensure that no school - including those with available places – is asked to take a disproportionate number of children who have been excluded from other schools, or who have challenging behaviour. The protocol **must** include how the Local Authority will use provision to ensure that the needs of pupils who are not ready for mainstream schooling are met.

The Fair Access Protocol is available at www.n-somerset.gov.uk/fair-access-protocol.

General Information

5.1 Who can apply

Applications will be accepted for children who meet one or more of the following:

- they are resident in the UK
- they hold full British Citizen Passports
- they are from countries whose passports have been endorsed to show that they have the right to abode in this country

Applications for children who do not meet one of the above will not be accepted until

the child is in this country.

5.2 Parent

This includes all of those people, including carers, who have parental responsibility for a child as set out in the Children Act 1989. All references within this document to parent(s) therefore include carers.

5.3 Home address

A child's home address is considered to be the place where the child permanently and ordinarily resides for the majority of the time as at the closing date and time. This would normally be the same address as a person who has parental responsibility for the child and is their main carer.

An address used for childcare arrangements cannot be used as the home address. The address of a child that is different from their parents where the move to this address is expressly linked to obtaining a school place will not be accepted.

Where parents do not live together, and the child spends equal amounts of time with both parents, the home will be considered to be that of the parent who made the application to be the child's home.

More than one address will not be accepted as the child's home address. If necessary, the terms of a residency order may clarify the home address.

If parents share parental responsibility for the child, and both parents submit an application form, both parents will be asked to determine which application should be considered and which application should be withdrawn. If parents are unable to reach an agreement, a Specific Issues Order or a residency order will be requested to be seen for clarification on which address should be used.

In the absence of any Specific Issues or residency order, the home address will be considered to be that of the parent with the primary day to day care and control of the child. In reaching this decision, evidence may be requested from both parents. Examples of evidence would be the address of the parent who receives Child Benefit and/or the address which is registered with a medical GP. Parents are urged to reach agreement but where they do not, the home address will be determined for them.

If a child is temporarily living away from their parents in a different Council area, the Council where the child ordinarily lives will continue to be the home Council.

Whilst the place of residence of the child for the first round of allocations would normally be their physical place of residence as at Closing Date and time for applications, it should be noted that in certain circumstances and acting in the interests of the child, an alternative place of residence may be used*, for example where a child is temporarily living away from their parent's home and the new temporary place of residence is the home where the child is likely to be living whilst attending school.

*If necessary this would be determined by North Somerset Council.

5.4 Change of Address

Parents must inform North Somerset Council if they change address as soon as possible or any offer of a place may be withdrawn. If a change of address will occur after the closing time and date (and before the start of term 1), and independent confirmation is submitted by the closing time and date, it will be considered in the first round of allocations.

Examples of independent confirmation of a change of address are:

- a solicitor's letter confirming the exchange of contracts with a completion date,
- a tenancy agreement signed by both parties,
- a utility bill dated within three months prior to submission.

An address change due to a move to live with other family members or friends will not be considered until the move has taken place and you have given us suitable proof of residency. Proof that a move from the previous address has taken place may also be required, for example proof of exchange of contracts, a tenancy agreement showing the end date of the tenancy or a notice to quit from the landlord or repossession notice. We reserve the right to seek more documentary evidence to support any claim of residence, which could include contacting the estate agent, solicitor, landlord or relevant professional. We may carry out home visits without prior notice to verify a child's home address.

If the child is from a family of a Crown Servant or of UK Service Personnel, a letter from the MOD, FCO or GCHQ declaring a return date and residency area.

Applicants may also be required to provide proof that they have left the previous property, for example by supplying a final account utility bill.

If a new address is not accepted for a round of allocations, where none of the parental preferences can be offered, the alternative school offered will be based on the new address (providing details and independent confirmation is received before the round of allocation has been finalised).

Where a change of address is from one Local Authority to another, the Local Authority of the new address, will then normally be the home Local Authority. The new home Local Authority will then process the application and notify the parents of the outcome.

5.5 Documentary evidence

The Admissions Authority reserves the right to require documentary evidence of the genuineness of a family address and if this is not produced, reserves the right to make its own enquiries, including unannounced home visits.

The child's normal permanent home address where he or she lives with his or her parents or legal guardians will be used to decide where the child lives. If parents or

guardians plan to move documentary evidence will be required. In all cases, it is the responsibility of the applicant to confirm that the Local Authority and school have received the documentary evidence.

Examples of evidence that may be acceptable to determine a child's address are:

i. A solicitor's letter confirming exchange of contracts and a completion date for a property which is being purchased or a property which is being sold.
ii. A copy of a signed rental agreement or a solicitor's letter if moving to a Council or rented property and proof of your sale or Notice to Quit on your current/previous property.
iii. A copy of a council tax bill or utility bill such as water, gas or electricity in your name for your newly owned or rented property together with proof of your sale or Notice to Quit on your current/previous property.
iv. If you are moving in with a relative a letter from them will be required confirming the date you will be moving in together with a copy utility bill showing their name and address. A solicitor's letter will also be required confirming that completion of contracts has taken place on your sale or Notice to Quit on your current/previous property. Applicants must also provide documentation showing the applicants name and new address.

5.6 Supporting documents

Any letters/supporting documents should also be submitted to the Admissions Authority.

Whilst it is not the responsibility of other offices/schools, the Admissions Authority will use discretion and may accept applications/documents received by other Councils, Schools or other Council offices that are passed to the School Admissions Team. They will be accepted as on time if North Somerset Council feels they were submitted by the closing time and date.

5.7 Withdrawal of an offer

The Admissions Authority reserves the right to withdraw an offer of a school place in certain limited circumstances. Examples include:

i. Where a parent has given fraudulent or intentionally misleading information such as a false address, which effectively denied a place to a child with a stronger claim.
ii. Where a parent has not responded to an offer within the deadline set or to any subsequent reminder to reply within a further 7 days.
iii. Where the offer was made as a result of an administrative error.
iv. If children do not commence attendance at school at the date arranged for their child to commence and the school is not given a satisfactory reason for the absence.

If a child or parent(s) move address but the parents do not inform the Admissions

Authority, this may be deemed to be intentionally misleading and any place offered may be withdrawn if it has denied another child a place.

Where before offers are made, an application is deemed to be fraudulent or intentionally misleading the application will be considered on the basis of the correct information. It is the parent's responsibility to inform North Somerset Council and the Admissions Authority if their contact details change after making an application.

5.8 Children in Care

Children in Care are defined as follows:
Children in Care' are children who are (a) in the care of a local Council or (b) being provided with accommodation by a local Council in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).

For Children previously in Care:

- this includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders)
- child arrangements orders are defined in s.8 if the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replaced residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order
- in accordance with Section 14A of the Children Act 1989, a Special Guardianship Order is defined as an order appointing one or more individuals to be a child's special guardian (or special guardians)
- Children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

5.9 Siblings

To be considered as a sibling a child must be living at the same address for the majority of the time (at least 50% of the time), as a full, half, step or adoptive sibling.

Full and adoptive siblings are defined as children who have the same biological or adoptive parents.

Half siblings are defined as children who share only one biological or adoptive parent.

Step siblings are defined as children who are not necessarily related biologically (including foster children) but are living in the same household for the majority of the time at the address the Admissions Authority considers to be the address of the child for whom the application is made.

It is the responsibility of parents to ensure that they declare on their application if they have a child (or have been allocated a place for a child) at their preferred school(s) or to inform the Admissions Authority if a child obtains a place after they have applied.

A sibling must be attending (or is expected by the Admissions Authority to be attending) the school at the time of admission.

A child attending a nursery/pre-school part of a school does not count as a sibling attending the school at the time of admission.

5.10 Distances

A direct line distance is where distances are measured in a straight line between the address point of the child's home and the main entrance marker for the school, indicated on North Somerset Council computerised system(s). Unless stated otherwise, where the direct line distances are equal, the ranking of applications will be determined by drawing lots.

5.11 Admissions of children outside their normal chronological age group (delayed or accelerated entry)

Admissions of children outside their normal chronological age group (delayed or accelerated entry):

Applications for delayed or accelerated entry in cases where parents would like their child to be admitted to a year group that is not the chronological age year group, will be considered. The Admissions Authority for the school will make the final decision. In addition, parents of summer born children (born on or between 1 April and 31 August) can request to admit their child into the Reception year, one year after they would normally enter the school. The Admissions Authority for the school will make the final decision.

Decisions will be made on the basis of the circumstances of each case and in the best interests of the child. This will include taking into account:

- the parent's views;
- information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group;
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

The Admissions Authority must also take into account the views of the head teacher.

Parents will need to write to the school to request that their child starts a year later or earlier than their chronological age. Parents will need to give reasons for the request and details of the child's particular needs. Any reports or evidence to support your request should also be enclosed.

For Reception and Junior intake applications, it is advised that an on time application is submitted for the correct chronological year group. If the delay/accelerated request is agreed, the on time application can be withdrawn and a new application should be made the following year. If the request is not agreed, and the child stays in their chronological age group, the on time application can still be processed. If a request is not agreed and the child does not have an on time application then a late application would need to be submitted.

Where the Admission Authority agrees to a parent's request for their child to be

admitted out of their normal age group the parent must apply according to the timescales of the agreed admission cohort. The application will be processed as part of the main admissions round (including applying the oversubscription criteria where applicable), unless the parental request is made too late for this to be possible. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied and been refused. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Where the Admission Authority does not agree a request for a summer born child to be admitted into the Reception Year Group, the parent may apply for their child to be admitted with their chronological age group for admission at the time they would normally enter the school. Such children who do not start school in the school year that they become 5 will normally be placed in a Year 1 class and will miss the Reception year.

5.12 Deferred Entry

Places will be offered for admission in September 2026. However, depending on their child's date of birth, places may be deferred until the start of term 3 or term 5 but no later than the term following the child's fifth birthday and cannot be deferred until the start of the following academic year. Parents should make any request to the school for a deferment once they have received an offer of a school place. The school place will be held for that child and will not be available to be offered to another child.

All children offered a place are entitled to a full-time place in the September following their fourth birthday. Parents can request that their child takes up their place on a part-time basis until their child reaches compulsory school age.

If parents wish to defer their child's admission and the term following their fifth birthday would be September 2026, parents will need to notify the school, where a place has been offered, of their intentions to do so. Parents will need to put this in writing to the school and their child's place at the school will be withdrawn and may be offered to another child. It is then the parent's responsibility to apply for a school place in year 1, with their chronological cohort.

Parents should be aware that a school might become full in the Reception age group with pupils whose parent applies for a place during the 2026-27 school year. There may be no places available in a preferred school for those who defer their child's admission until Year 1. These parents will need to apply for a Year 1 school place for their child and these applications will be considered from June 2026 onwards.

All children offered a place are entitled to a full time place in the September following their fourth birthday.

Parents may also request that that their child takes up their place part time until the child reaches compulsory school age.

5.13 Appeals

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Details of how to appeal are included in the outcome email or letter.

5.14 Education, Health and Care Plan

Applicants in receipt of an Education, Health and Care Plan should contact their SEN Officer to apply for schools.

5.15 Alteration

It should be noted that this policy is subject to alteration to reflect any changes in legislation, case law, Council policy or to ensure legal compliance.

Contact details

	Address: Backwell C of E Junior School Church Lane Backwell North Somerset BS48 3JJ Telephone: 01275 462632 Email: enquiries@staff.backwell.n-somerset.sch.uk Website: www.backwellfederation.co.uk
	Address: Blagdon Primary School Bath Road Blagdon Bristol BS40 7RW Telephone: 01761 462416 Email: office@blagdonprimaryschool.com Website: www.blagdonprimaryschool.com
	Address: Burrington C of E Primary School Frys Lane Burrington BS40 7AD Tel No: 01761 462662 Email: office@burringtonprimary.co.uk Website: www.burringtonprimary.co.uk
	Address: Churchill C of E Primary School Pudding Pie Lane Langford BS40 5EL Telephone: 01934 852446 Email: office@churchill-pri.n-somerset.sch.uk Website: www.churchillprimaryschool.co.uk

	Address: Flax Bourton C of E Primary School Station Road Flax Bourton North Somerset BS48 1UA Telephone: 01275 464468 Email: mailbox@flaxbourton.n-somerset.sch.uk Website: www.flaxbourton.n-somerset.sch.uk
	Address: Golden Valley Primary School Nailsea Park Nailsea BS48 1BB Telephone: 01275 853 077 Email: office@goldenvalleyschool.co.uk Website: www.goldenvalleyschool.co.uk
	Address: Hannah More Infants & Grove Juniors Whiteoak Way Nailsea North Somerset BS48 4YZ Telephone: 01275 851127 Email: school@hannahmoreandgrove.co.uk Website: www.hannahmoreandgrove.co.uk
	Address: High Down Schools Down Road Portishead North Somerset BS20 6DY Telephone: 01275 843969 Email: office@highdownschools.org Websites: www.highdownschools.co.uk
	Address: Northleaze C of E Primary School Brook Close Long Ashton North Somerset BS41 9NG Telephone: 01275 540077 Email: school@northleazeprimary.org.uk Website: www.northleaze.n-somerset.sch.uk

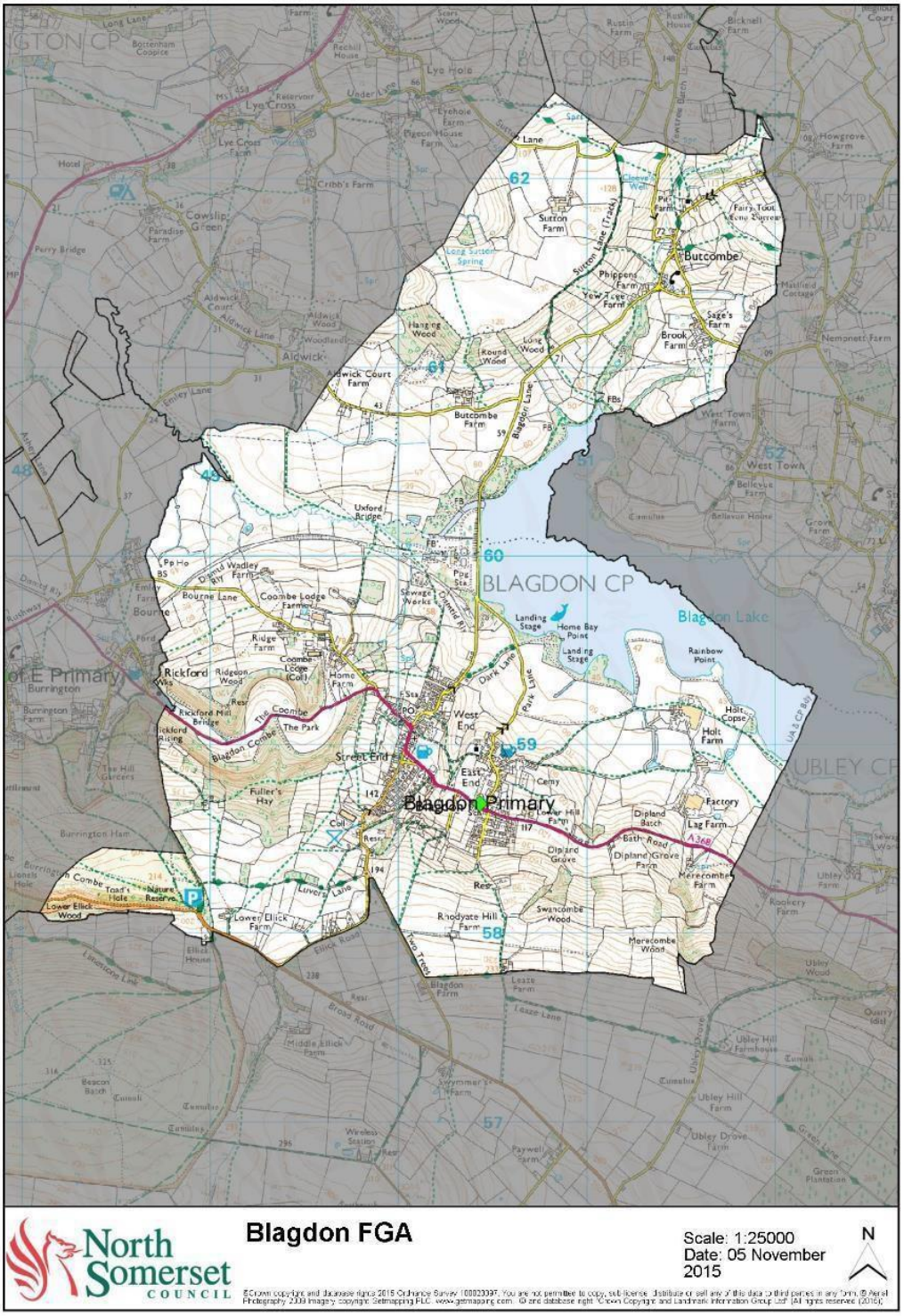
	Address: Portishead Primary School Station Road Portishead North Somerset BS20 7DB Telephone: 01275 843360 Email: school.office@portisheadprimary.co.uk Website: www.portisheadprimary.co.uk
St Andrew's Primary School growing together	Address: St Andrew's C of E Primary Station Road Congresbury BS49 5DX Telephone: 01934 832505 Email: office@standrewsprimary.org.uk Website: www.standrewscongresbury.co.uk
ST. MARY'S CHURCH OF ENGLAND PRIMARY SCHOOL	Address: St Mary's C of E Primary School Church Lane Portbury North Somerset BS20 7TR Telephone: 01275 372066 Email: stmarys.pri@n-somerset.gov.uk Website: www.stmarysprimaryportbury.co.uk
St Peter's Church of England Primary School	Address: St Peter's C of E Primary School Halletts Way Portishead North Somerset BS20 6BT Telephone: 01275 843142 Email: enquiries@sspschool.uk Website: www.st-peters.n-somerset.sch.uk
	Address: West Leigh Infant School Westfield Drive Backwell North Somerset BS48 3NG Telephone: 01275 463274 Email: enquiries@staff.westleigh.n-somerset.sch.uk Website: www.backwellfederation.co.uk

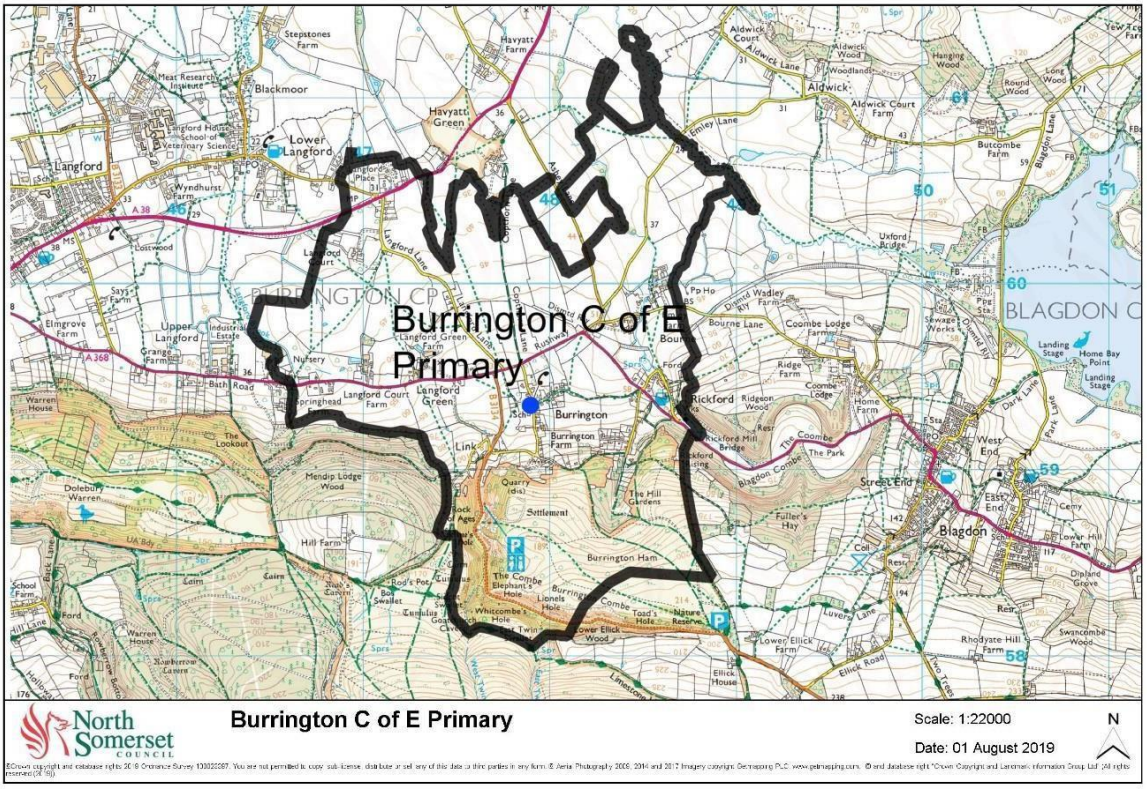
	Address: Winford C of E Primary School Felton Lane Winford Bristol BS40 8AD Telephone: 01275 472730 Email: office@winford.n-somerset.sch.uk Website: www.winford.n-somerset.sch.uk
	Address: Wraxall C of E Primary School Bristol Road Wraxall North Somerset BS48 1LB Telephone: 01275 854216 Email: office@wraxallprimary.co.uk Website: www.wraxallprimary.co.uk
	Address: Wrington C of E Primary School School Road Wrington BS40 5NA Telephone: 01934 862553 Email: office@wringtoncofeprimary.org Website: www.wringtoncofeprimary.org
	Address: Yatton Schools High Street Yatton North Somerset BS49 4HJ Telephone: 01934 833 524/554 Email: office@yattonschools.co.uk Website: www.yattonschools.co.uk
	Address: Lighthouse Schools Partnership St Mary's Road Portishead North Somerset BS20 7QR Telephone: 01275 841396 Email: enquiries@lsp.org.uk Website: www.lsp.org.uk

	Address: School Admissions Team Children's Services North Somerset Council Town Hall Walliscote Grove Road Weston-super-Mare BS23 1UJ Email: admissions@n-somerset.gov.uk Website: www.n-somerset.gov.uk/admissions

Catchment Areas

A Catchment Area is an area of priority for a school. Living in this area does not guarantee a child a place at the school but they may receive priority over children who live outside the Catchment Area.

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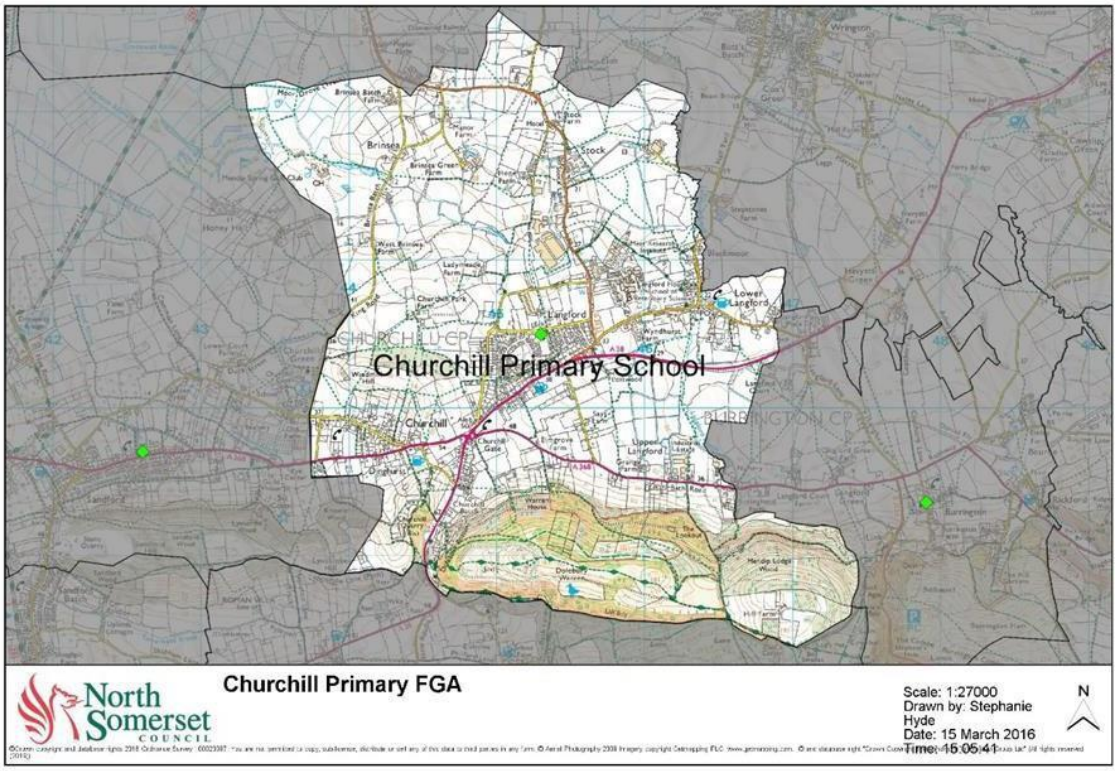
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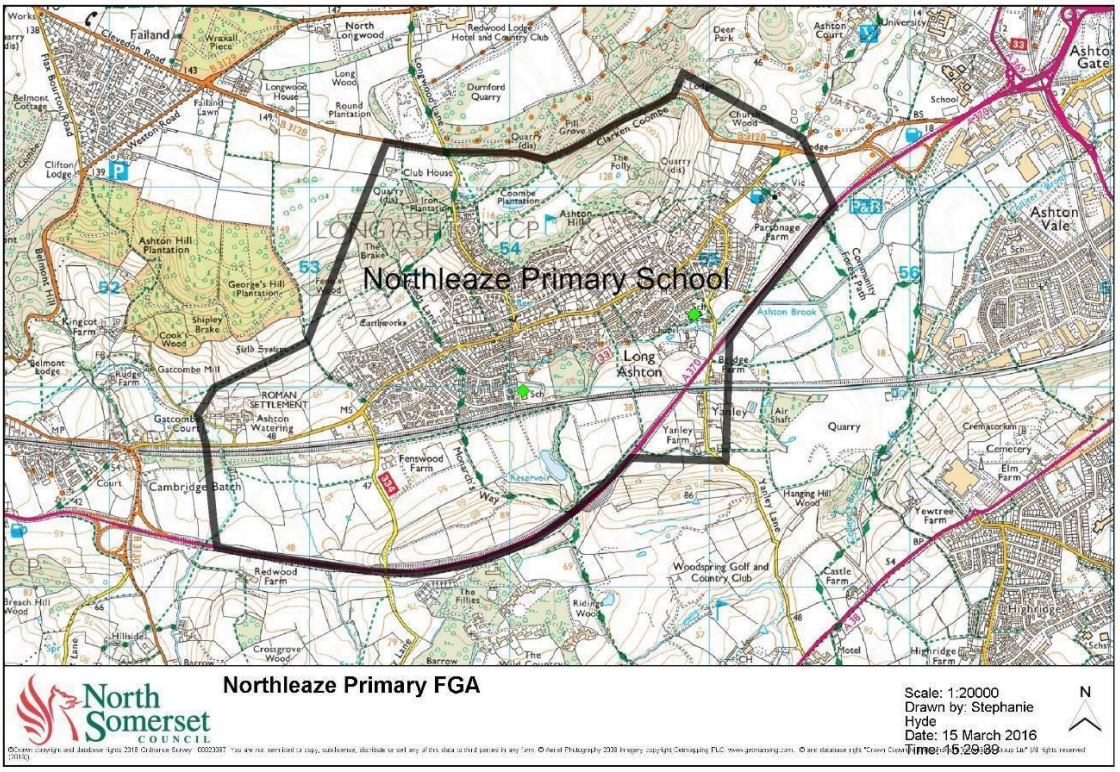
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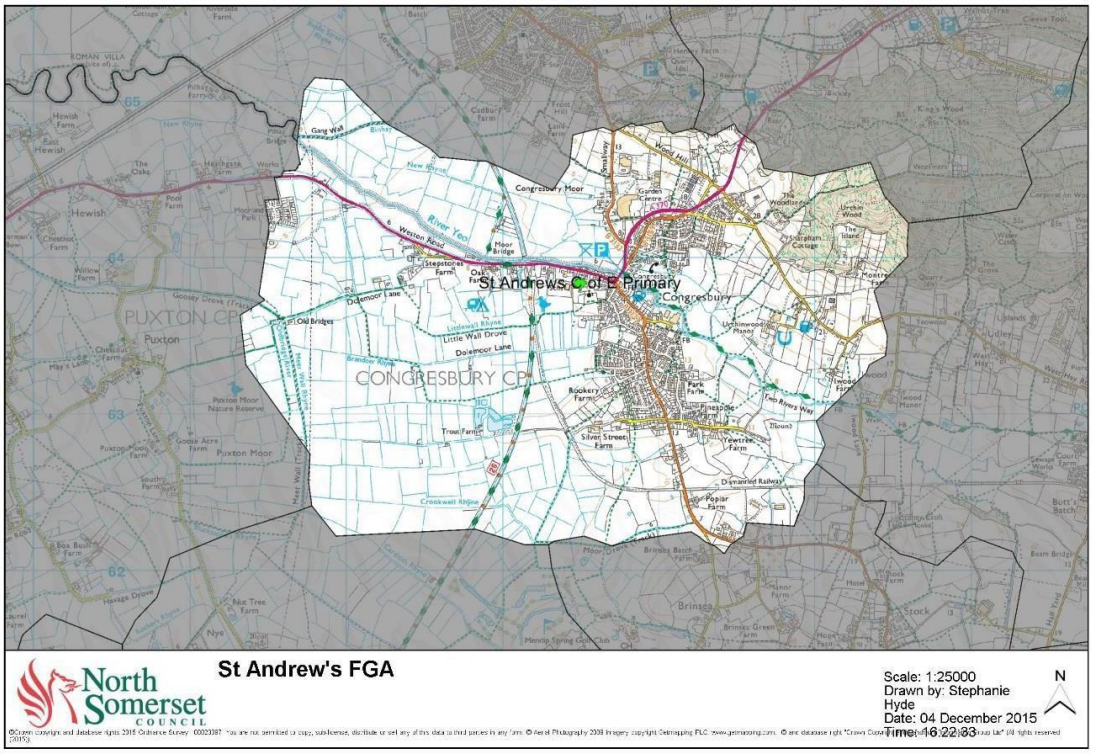
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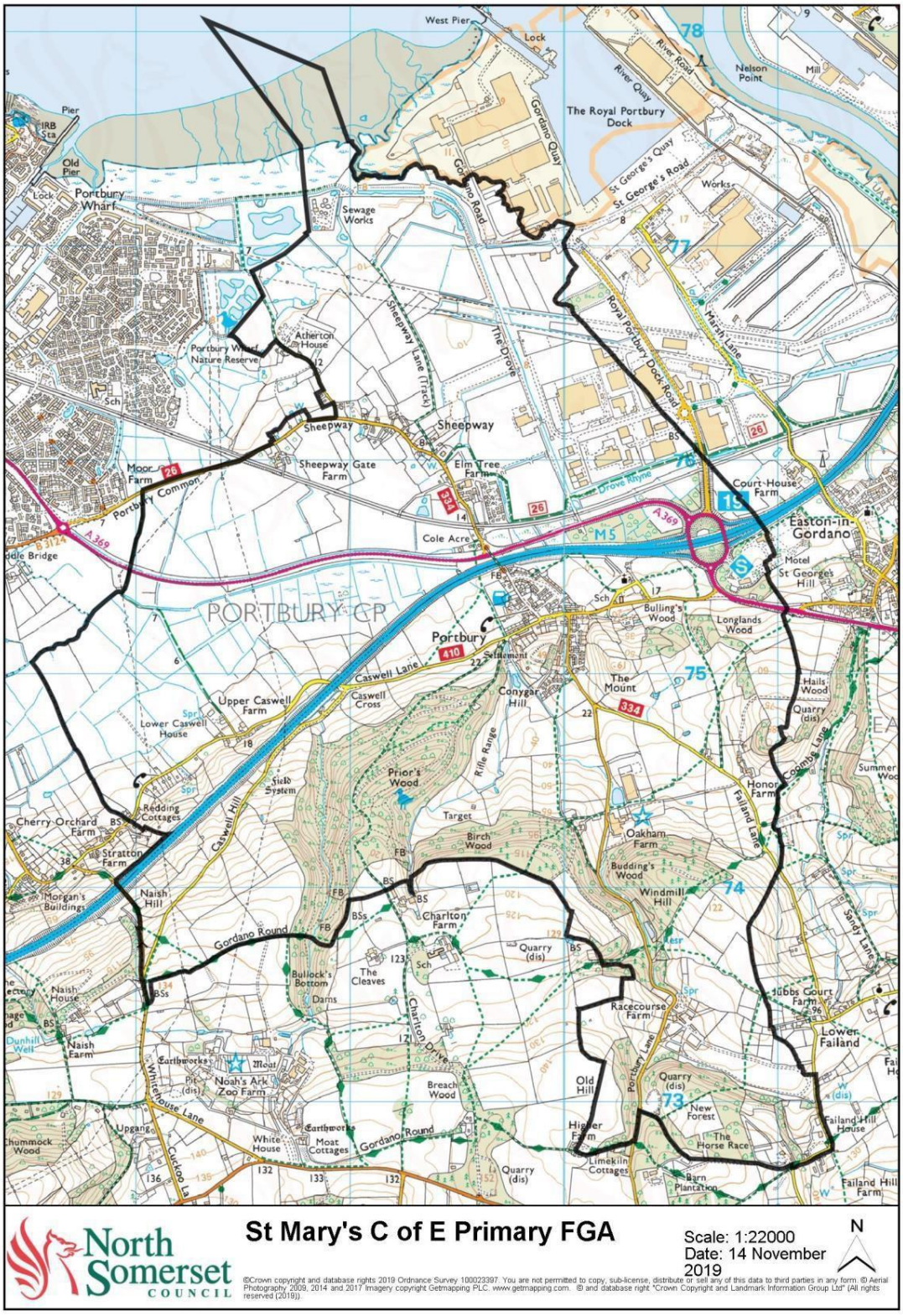
West Pier
Lock
River Road
River Quay
Nelson Point
Mill
The Royal Portbury Dock
Gordano Quay
St George's Quay
St George's Road
Works
Pier
IRB Stn
Old Pier
Lock
Portbury Wharf
Sewage Works
Gordano Road
Royal Portbury Dock Road
Marsh Lane
Portbury Wood Nature Reserve
Atherton House
Sheepway Lane (Track)
The Drove
Sheepway
Sheepway Gate Farm
Elm Tree Farm
Moor Farm
Portbury Common
Drove Rhyne
Court-House Farm
Easton-in-Gordano
Motel
St Georges Hill
Cole Acre
M5
A369
B 3124
PORTBURY CP
Portbury
Settlement
Bulling's Wood
Longlands Wood
Caswell Lane
Caswell Cross
Upper Caswell Farm
Lower Caswell House
Conygar Hill
The Mount
Hails Wood
Quarry (dis)
Combs Lane
Summer Wood
Field System
Prior's Wood
Rifle Range
Honor Farm
Failand Lane
Redding Cottages
Cherry Orchard Farm
Stratton Farm
Caswell Hill
Target
Birch Wood
Oakham Farm
Budding's Wood
Windmill Hill
Morgan's Buildings
Naish Hill
Gordano Round
Charlton Farm
Quarry (dis)
Sandy Lane
Bullock's Bottom
The Cleaves
Dams
Naish House
Racecourse Farm
Tubbs Court Farm
Lower Failand
Dunhill Well
Naish Farm
Charlton Drive
Earthworks
Moat
Noah's Ark Zoo Farm
Pit (dis)
Breach Wood
Old Hill
Portbury Land
Quarry (dis)
New Forest
Whitehouse Lane
Upgang
Hummock Wood
White House
Moat Cottages
Gordano Round
Higher Farm
The Horse Race
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Limekiln Cottages
Barn Plantation
Quarry (dis)
Failand Hill Farm
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St Mary's C of E Primary FGA
Scale: 1:22000
Date: 14 November 2019
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North Somerset COUNCIL
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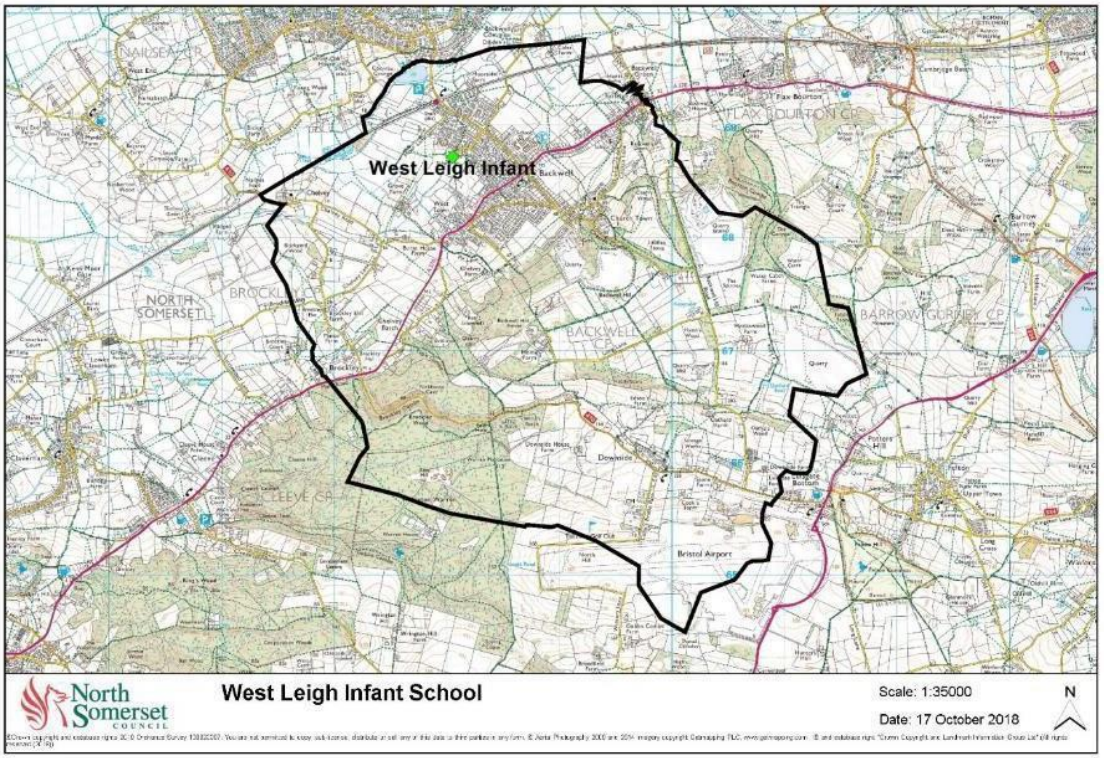
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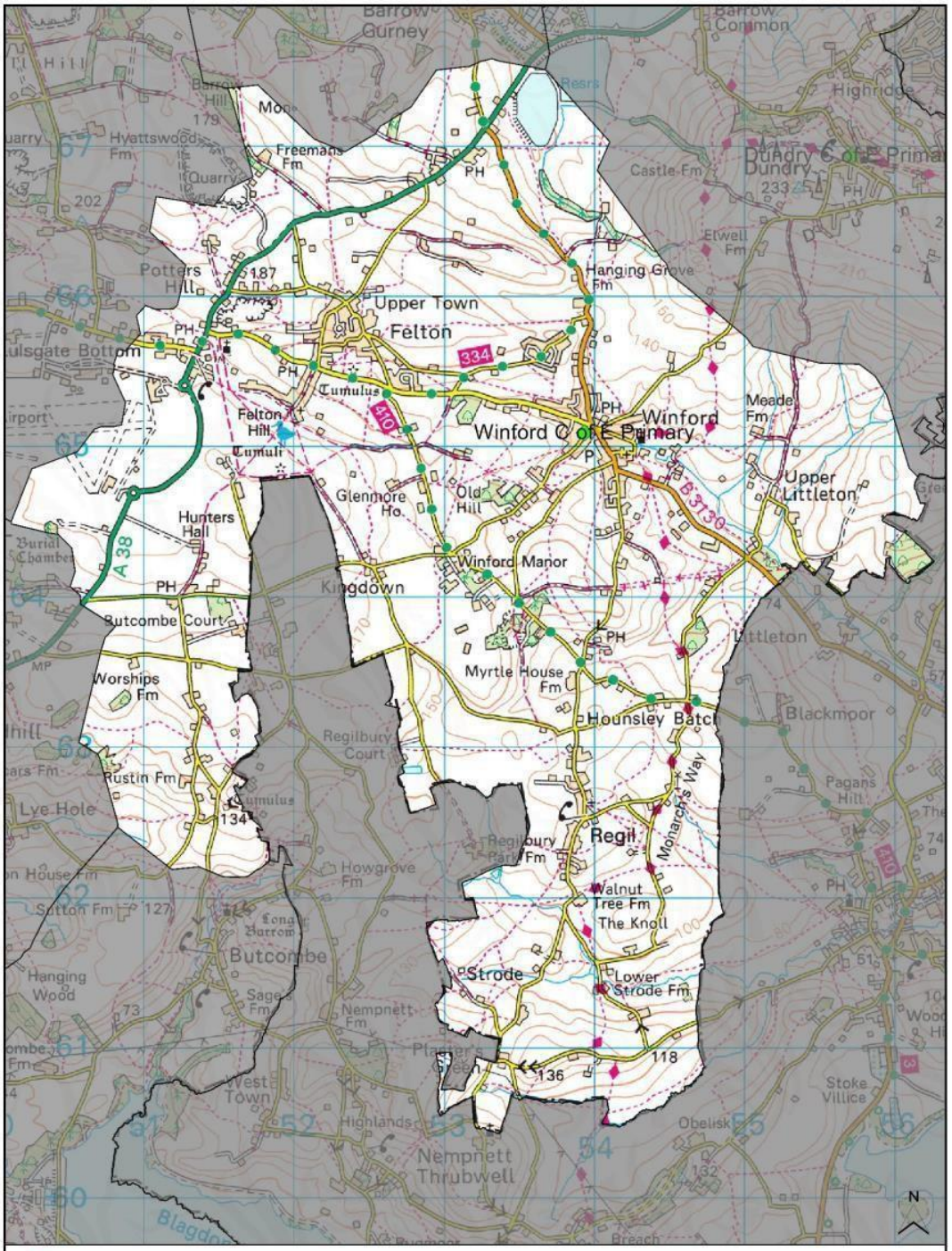

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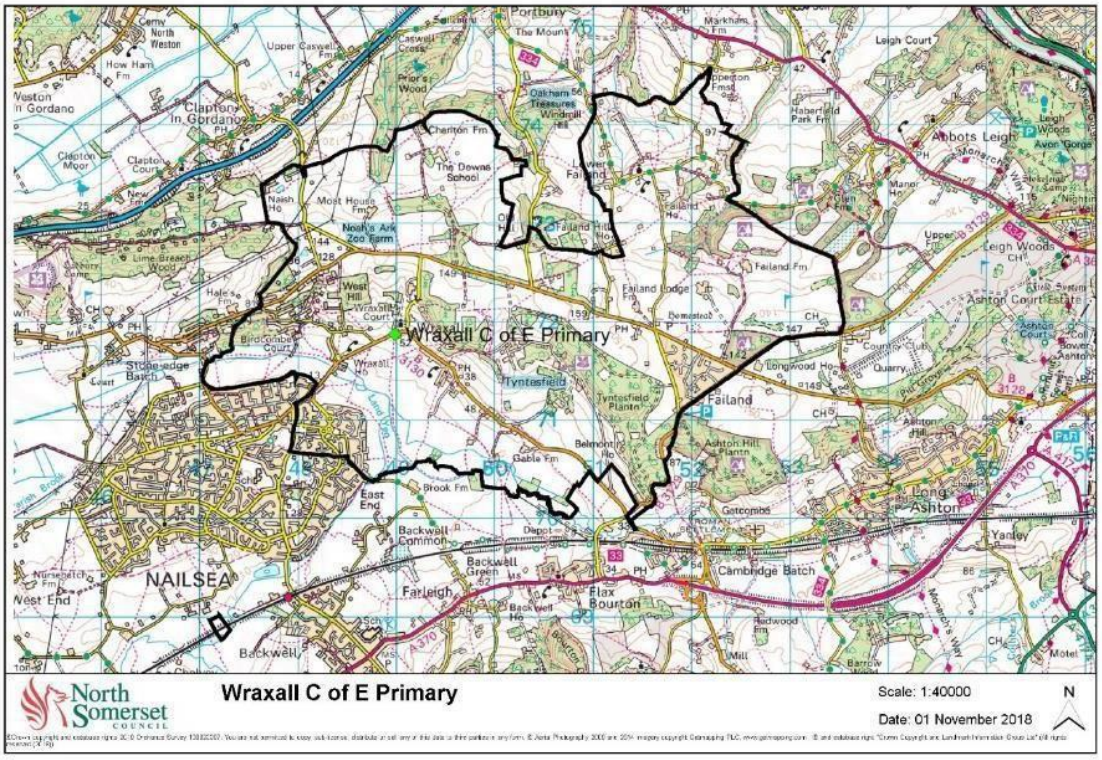
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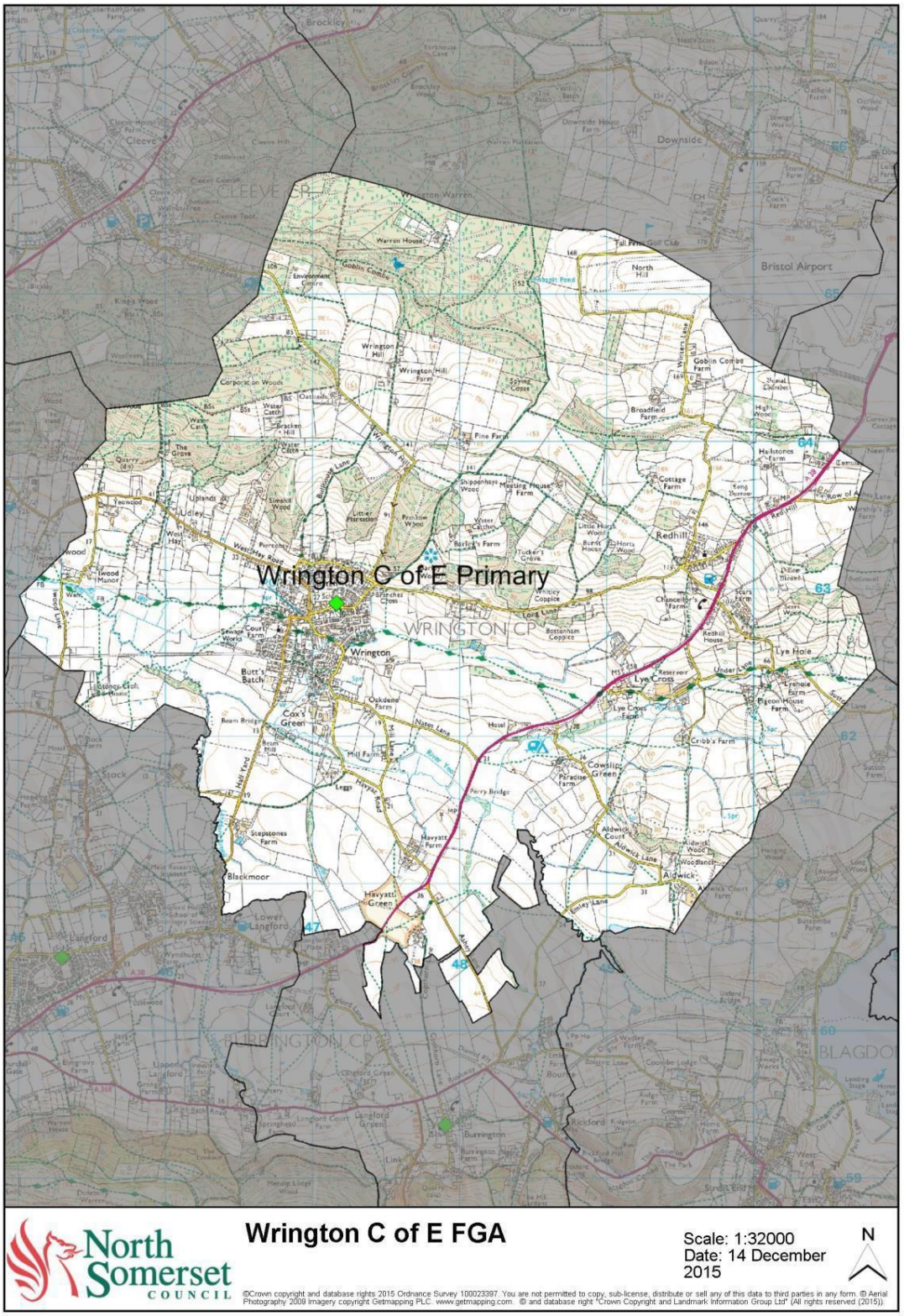

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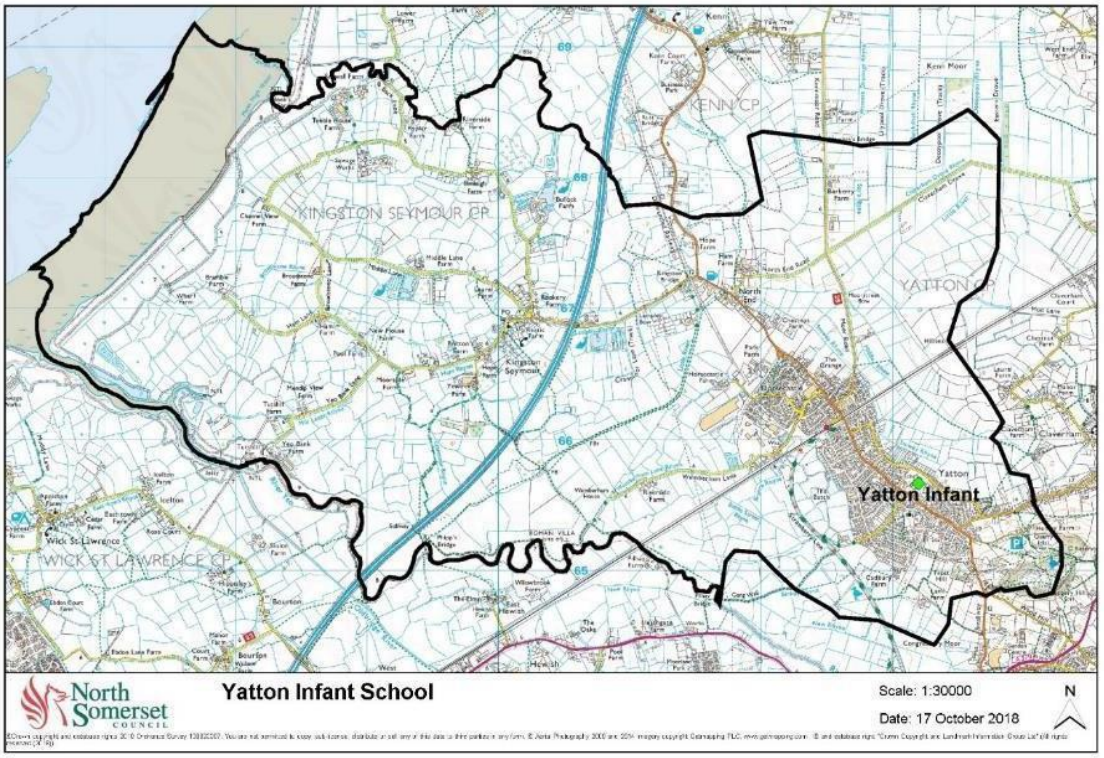
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