



**The Park Federation Academy Trust  
James Elliman Academy  
Admissions Criteria 2024 - 2026**

## Approval

Signed by Principal on behalf of the Board of Directors	Mrs T Johal
Date of approval	September 2024
Date of review	July 2026

### Section 1: Introduction

James Elliman Academy will comply with the Schools Admissions and Appeals Codes. James Elliman Academy will be an inclusive school with no religious faith affiliations. The policy below sets out the admissions criteria for entry to James Elliman Academy in the academic year 2024/2025 and 2025/2026.

### Admissions 2024/2025 and 2025/2026

#### Admissions Policy

James Elliman Academy Council will determine the admissions criteria of James Elliman Academy. The Local Authority will administer the offer of places on its behalf.

Pupil admission numbers during the next two years

James Elliman Academy Admission Numbers		
Year Group	2024/25	2025/26
Reception	90	90
1	90	90
2	90	90
3	90	90
4	90	90
5	90	90
6	120	90

If there are fewer applicants than places, all applicants will be accepted. Where the Academy is oversubscribed, after the admission of pupils with statements of special educational needs which names the Academy, priority for admission will be given as follows:

1. A child looked after (as defined in the Children Act 1989) or a child who was previously looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).
2. Children who suffer from a long-term medical or psychological condition, which makes it necessary for them to attend James Elliman Academy. Applications must be accompanied by medical evidence from a GP or Hospital Consultant.
3. Children who have a member of the immediate family who suffer from a long-term medical or psychological condition which makes it necessary for them to attend James Elliman Academy. Applications must be accompanied by medical evidence from a GP or Hospital Consultant.
4. Children who have a sibling living in the same household who currently attend the fulltime school (not the nursery) and will continue to do so on the date of admission. A sibling refers to a brother or sister, half brother or sister with one parent in common, adopted brother or sister.
5. Children living nearest the school. Distance will be measured in a straight line from the point set by Ordnance Survey at the child's home address and James Elliman Academy using a computerised mapping system. The distance will be measured from the main gate of the school to the front door of the child's home address including high rise flats.

Tie break: If two addresses are the same distance from the academy, the offering of a place will be decided by lottery.

#### Waiting List

Where the Academy fills all places, a waiting list will be maintained by the Local Authority in the order of the oversubscription criteria. Where a place becomes available the Local Authority will contact the parent of the child who is at the top of the list so that an offer can be made on behalf of James Elliman Academy.

Our admissions team will notify the Local Authority of any vacant spaces in year groups and the Local Authority will allocate places according to the set criteria.

### Late Applications

Late applications will be considered once all of the "on-time" applications have been allocated. After this, if a school place cannot be offered, they will be placed on the waiting list in order of the oversubscription criteria. Late applications cannot be placed at the bottom of the waiting list as it is considered that the child is being penalised twice and will therefore be placed on the waiting list in the same order as a timely application if a school place cannot be offered (2.15 of the Schools Admissions Code).

### **In Year Application**

Application for In Year Admission is to be made direct to the Local Authority.

### Appeal

Parents who are refused a school place have the right to appeal to an Independent Appeal Panel.

### Nursery Admissions

Admissions to the Nursery for morning and afternoon are made direct to the academy. Where the school fills all places, a waiting list will be maintained by the academy in the order of the over subscription criteria. Where a place becomes available we will advise the parents direct.