



## **Katherine Semar Junior School admission arrangements for 2024/25**

### **Introductory statement**

Katherine Semar Junior School operates as part of Saffron Academy Trust. It is for children aged 7-11 years. The Junior School shares its site with a partner infant school (Katherine Semar Infant School) which is for children from 4-7 years. Both schools operate under one Executive Headteacher.

### **Admission number(s)**

The school has an admission number of 60 for each year group.

### **Application process**

The Local Authority will co-ordinate arrangements for Year 3 admissions to the Junior School. Parents should submit their application to the Local Authority by 15<sup>th</sup> January 2024.

For applications for school places outside the normal admission round the Local Authority are responsible for co-ordinating mid-year admissions. A parent wishing to apply for a school place during the academic year should submit an application directly to the Local Authority. All such applications will be considered as and when they are received. If a place is available then the oversubscription criteria will be applied to all applicants including those on the Waiting List to determine who will be offered a place.

### **Oversubscription criteria**

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or a Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.
2. The child is in Year 2 at Katherine Semar Infant School
3. The children of permanent members of the teaching and support staff employed by SAT and working at Katherine Semar schools where the member of staff has been employed at the school for two or more years at the time when the application for admission to the school is made.
4. Children with a sibling attending the school or the partner infant school at the time of their admission.
5. Children living in the priority admission area.
6. Other children

## Tie-break

If in categories 2-6 above a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. In the event of oversubscription within any of the above criteria, priority will be determined by straight line distance from home to school, those living closest being given the highest priority. Straight line distances are calculated by the LA as described in the Primary Education in Essex 2024/25 booklet.

Random allocation undertaken by the local authority will be used as a tie-break in categories 2-5 above to decide who has highest priority for admission if the distance between a child's home and the academy is equidistant in any two or more cases.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. We will admit them all, as permitted by the infant class size rules and exceed our PAN.

## Late applications

Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

## Appeals

Parents refused a place have the right to appeal and details of the appeals procedure and who to contact will be included in the refusal letter.

## Notes:

Home address:

The home address is where a child normally lives. Where a child lives with parents with shared parental 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 residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. 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.

Priority Admissions Area:

To find your catchment area, please click on the following link [https://www.essex.gov.uk/Education-Schools/Schools/Admissions/Catchment\\_Area\\_Checker/Pages/Priority-Admissions-\(Catchment\)-Area.aspx](https://www.essex.gov.uk/Education-Schools/Schools/Admissions/Catchment_Area_Checker/Pages/Priority-Admissions-(Catchment)-Area.aspx)