

Admissions

The admissions arrangements detailed on this webpage apply to Elburton Primary School. Learning Academies Trust (LAT) are the Admissions Authority for the school.

LAT Admissions web page: [Admissions – Learning Academies Trust](#)

All applications are dealt with through a common application form submitted to the Local Authority. The admissions procedure to Plymouth schools is clearly explained in the '**Starting School in Plymouth**' parents' guide that is published by Plymouth City Council and can be found on their website at [School admissions parents guide | PLYMOUTH.GOV.UK](#)

For children looking to make an **in-year admission**, further information about application procedures can also be found online on the Plymouth Schools' Admissions website in the 'In-Year School Admissions Parents' guide' that can be found at: [In-Year parents guide | PLYMOUTH.GOV.UK](#)

The Trust uses the following criteria for admissions:

At the normal point of entry, where there are fewer applicants than the Planned Admission Number (as stated in the policy), all children will be admitted unless they can be offered a higher ranked preference. For in-year admissions where there is space in the school, all children will be admitted unless the school can demonstrate that admission would prejudice provision of efficient education or efficient use of resources.

In the event that the School is oversubscribed, the admission authority will apply the following oversubscription criteria in order of priority:

1. **A 'looked after child' or a child who was previously looked after** A *'looked after child'* is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.
2. ***A child with exceptional medical or social need** Applicants will only be considered under this heading if the parent/carer or their representative can demonstrate that only the preferred school can meet the exceptional medical or social needs of the child. This can be in the form of a testimony from a medical practitioner, social worker or other professional who can support the

application on an 'exceptional' basis. Exceptional medical or social grounds could include, for example:

- *a serious medical condition, which can be supported by medical evidence;*
 - *a significant caring role for the child which can be supported by evidence from social services.*
3. **Children with a sibling already attending this school at the time of admission.** *Children will be classed as siblings if they live in the same home address as defined in the policy, as a single family unit;*
 4. ***Children attending the school's own nursery who are in receipt of early years pupil premium, pupil premium or service premium** at the time of the application.
 5. ***Children whose parent/carer is a member of staff employed on a permanent contract at this school:**
 - For two or more years at the time of the application;
or
 - Where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage;
 6. **Other children** *not shown in a higher oversubscription criteria*

* Supplementary information form is required – see policy for details.

Appeals: In the event that an applicant is denied a place at the school, the parent/carer will have the right of appeal to an independent appeal panel. Information relating to the appeal process can be obtained from Plymouth City Council's School Admissions Team.

Plymouth School Admissions Team

All admissions queries: Telephone 01752 307469 or
email: primary.admissions@plymouth.gov.uk

The website at www.plymouth.gov.uk/schooladmissions has information about applying for a place at the school, school appeals, and the coordinated schemes of admission.

If you have any questions about your child joining Elburton Primary School or just about the admissions process in general, please don't hesitate to contact us on 01752 404489.