



**Shibden Head Primary Academy**  
Hainsworth Moor Grove  
Queensbury  
Bradford BD13 2ND  
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**Admissions Arrangements for  
Shibden Head Primary Academy  
(for admission academic year from September 2021)**

Shibden Head Primary Academy has an agreed published admission number of 60 pupils for Reception; the academy accordingly admits 60 pupils in Reception each year if sufficient applications are received. Pupils will not be admitted above the published admission number unless exceptional circumstances apply.

Arrangements for applications to Shibden Head Primary Academy are detailed below:

- Applications for a place at Shibden Head should be made in accordance with Bradford Local Authority's Co-ordinated Admission Scheme as published in their booklet 'A Guide for Parents about Admission Arrangements for Primary Schools'. This is available on the Bradford Council website [www.bradford.gov.uk/admissions](http://www.bradford.gov.uk/admissions)
- Applications should be made through the online application system, [www.bradford.gov.uk/admissions](http://www.bradford.gov.uk/admissions). The paper Common Application Form is only available in exceptional circumstances from the Local Authority. Your child is eligible to start school in the September of the school year in which they will become five years old. The online system opens for primary applications in the November prior to admission the following September.

**Children with a Statement of Special Education Needs (SEN) or Education, Health and Care Plan (EHCP)**

Children with a statement of SEN or an EHCP that names the school will be admitted to the school without reference to the oversubscription criteria below.

**Should there be more applications than there are places, the following oversubscription criteria will apply to ensure that our admission number is not exceeded.**

1. Children currently in Public Care or who were previously in Public Care but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.
2. Children for whom there are exceptional social or medical needs, supported by a written recommendation from the child's paediatrician/consultant or professional from Children's Services. The letter must explain why the school is the only suitable school to meet the child's needs and why no other school could provide the appropriate support for the child.
3. Children with a sibling\* who will be a pupil in the school at the time of entry.
4. Other children

*\* We consider siblings to be those brothers / sisters – including foster children – living permanently at the same address.*

**Tie Break**

When demand exceeds places in any of the above criteria, the distance between the child's home and school, measured by a straight line distance from the Ordinance Survey address point of the home to the main entrance to the school building, will be used to decide who is given a place, those living nearest being given the available places. Where the offer of places to applicants with equi-distant addresses would lead to oversubscription, the decision of who will be offered the place will be made by random selection.

**Appeals process**

Should you not complete a form or be allocated a school other than your stated preference you will have the opportunity to appeal against that decision to an independent appeal panel. Details of this process are available on the Bradford Council website.

## **In-year admissions**

The Local Authority also coordinates admissions for all other year groups. In-year common application forms are available from the Admissions Team to request a transfer. Part 1 should be completed by a parent/carer and Part 2 is then completed by the child's current school. Please ask at the academy office or contact the Local Authority Admissions Team for further details by telephone (01274 439200) or email (schooladmissions@bradford.gov.uk).

Governors at Shibden Head will consult on their admissions arrangements every seven years or earlier if any changes requiring consultation, as outlined in the School Admissions Code of Practice, are proposed.

**The most recent consultation on admission arrangements took place from 15<sup>th</sup> November 2016 to 12<sup>th</sup> January 2017.**

**The next consultation on admission arrangements will be due in the autumn term 2023.**

Agreed by Governors 13<sup>th</sup> July 2020

Signed..... Chair of Governors

Next review date July 2021 for admission in September 2022