

Consultation: Avanti Fields School

Thank you for taking the time to read the consultation information for Avanti Fields School's Admissions Policy. We hope that you find it informative and are able to take the time to share your views with us.

Avanti Fields School ("the School") is part of the Avanti Schools Trust and is an inclusive Hindu faith-designated school which welcomes children of all faiths and none. More information about the School can be found by visiting the website at <http://www.avanti.org.uk/avantifields>

The Trust Board of Avanti Schools Trust ("the Trust Board") is the "admission authority" for all schools within the trust, and is responsible for determining and implementing the admission arrangements for those schools.

Proposed Changes

In this recent revision of the Admissions policy we have amended the address of the school; where this policy refers to distance, distance will only be measured from this new address. We have also added the Reception intake.

Aim and Length of Consultation

As required by law, because the proposed amendments to this policy affect admissions arrangements, we are consulting on the proposed changes to the admissions policy. The aim is to give all relevant stakeholders and interested parties an opportunity to raise any concerns about the proposed changes and to provide stakeholders and interested parties with sufficient information such that they ideally feel comfortable and confident in the proposed changes we intend to make.

Through the process of this consultation, the Trust is able to answer questions about the proposal, gain valuable feedback from the community and adapt the proposals if needed.

This consultation will run for over six weeks from the 8th November 2019 to the 24th December 2019. At the end of the consultation a summary report will be published to outline findings.

Engaging with the consultation

It is important that we gain as much feedback from the community as possible, so please do share your thoughts on the proposal via our online survey, available at: www.avanti.org.uk/consultations

In addition to the above, we would be grateful if you would be able to share our proposals with others that might find it of interest. You can do so by directing them to www.avanti.org.uk/consultations

If you have difficulty in accessing or understanding any aspect of the proposal or giving your feedback online, please do get in touch with us so that we can help. You can reach us by emailing info@avanti.org.uk or calling 020 8249 6830.

Avanti Fields School

Admission Policy for 2021/22

Introductory Statement

Avanti Fields School (“the School”) is part of the Avanti Schools Trust and is an inclusive Hindu faith-designated school which welcomes children of all faiths and none. More information about the School can be found by visiting the website at www.avanti.org.uk/avantifields.

The Trust Board of Avanti Schools Trust (“the Trust Board”) is the “admission authority” for all schools within the trust, and is responsible for determining and implementing the admission arrangements for those schools.

This policy applies to admissions to Reception to Year 11 at the School.

Equality and Inclusion

The School is fully inclusive and welcomes applications for the admission of children of all abilities and needs, including those with special educational needs and disabilities. The School fully complies with its responsibilities under the Equality Act 2010.

The permanent site for the school shall be a new building on part of the Manor Farm site in Thurmaston Lane, LE5 0TF.

More information about the permanent and temporary sites for the school can be found at www.avanti.org.uk/avantifields.

Definition of “Parent”

In this policy, a “parent” is defined as including a natural or adoptive parent of a child (irrespective of with whom the child lives, or whether the parent has contact with or parental responsibility for the child), as well as non-parents who have care of, or parental responsibility for, the child.

Published Admission Number (“PAN”)

Reception

The published admission number (“PAN”) for entry to Reception Year is 60.

Year 7

The published admission number (“PAN”) for entry to Year 7 is 180.

Where fewer applicants than the published admission number for the relevant year group are received, offers will be made to all those who have applied.

Following the offer of a place at the School, parents/carers can be asked to provide proof of their child’s birth date and main residence. The forms of identification asked for may include the child’s

birth certificate, NHS registration card, council tax bill and recent utility bills.

Children with an Education, Health and Care Plan

Children whose statement of special educational needs or whose Education, Health and Care plan (“EHC plan”) which names Avanti Fields School will be admitted to the School under separate statutory procedures, rather than under this policy. Where they will be admitted in the normal admission round (i.e. Reception or Year 7 admission), the number of places available within the PAN stated above will be reduced. In respect of all other admissions, the child will be admitted to the School even where this will result in the published admission number (“PAN”) for that year group being exceeded.

Oversubscription Criteria

Where the School is oversubscribed, the available places will be allocated to children in the following order of priority:

1. Looked after children¹ and previously looked after children who became subject to adoption, a child arrangements order or special guardianship order immediately after being looked after. To be included in this category, the application must be supported by the relevant Local Authority’s Children’s Services Department. In the case of a previously looked after child, a copy of the adoption or special guardianship order must also accompany the application for admission.
2. Children with a sibling² attending Avanti Fields School or Krishna Avanti Primary School, Leicester at the time of application. Details of sibling to be included in the Common Application Form submitted to the Local Authority.
3. Children who attend Krishna Avanti Primary School (Leicester) at the time of application.
4. Children of a member of the School’s staff who:
 - a. Has been employed at the School for two or more years at the time of application; and/or
 - b. Was recruited to fill a vacant post for which there was a demonstrable skill shortage.

For the avoidance of doubt, “a” and “b” above do not denote an order of priority – all children falling within this category will be treated equally.

In order to apply under this category, the parent who is the employee of the School must complete the Common Application Form (‘CAF’) and ensure that they confirm within it that they are an employee. Failure to take this step by the closing date for applications will result in the child being placed into the next category that applies.

¹ 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 the application to the School.

² A “sibling” will include full or half brother or sister, an adopted brother or sister, a step-brother or sister or a foster brother or sister, a child of a parent’s partner with whom that parent has been cohabiting as if they were husband and wife or civil partners for a period of at least one year at the application deadline, provided that in all cases the sibling and the applicant child live permanently at the same home address (as defined by this policy) and are being brought up as siblings. For the avoidance of doubt, a child of a friend or extended family member (for example, a cousin) living at the same address will *not* be a sibling for the purpose of this policy. Parents must ensure that they have included full details of the sibling in the Admissions Application Form to be included in this category. Failure to do so will result in the child being placed into the next category that applies.

5. All other children. Children who do not fall into any of the categories above will be allocated places under this category by reference to the child's home address (as defined in this policy) to the School. For the avoidance of doubt, geographical distances will be taken from the center point of the new building on part of the Manor Farm site in Thurmaston Lane, LE5 0TF (the 'Permanent Site').

Order of Allocation

School places will be allocated on the basis of our determined admissions arrangements as set out in this policy. The order in which places will be allocated the categories above will be by reference to the distance the child lives from the School, with those living closest to the School receiving highest priority. Distance will be measured from the centre point of the child's home address to the centre point of the Permanent Site in a straight line using the Local Authority's specialist software and in accordance to the Child's Home Address paragraph section in this policy.

In the case of buildings containing a number of different dwellings (i.e. an apartment block), the distance will be measured from the same point in the building regardless of where within the building the child's home address is actually located, with the tie breaker being applied as necessary.

Tie Breaker

Where two or more children live an equal distance from the School, random allocation supervised by someone independent of the School and the Local Authority will be used as a tiebreaker to determine the order in which places are allocated.

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 both or all (as the case may be) and exceed our PAN.

Child's Home Address

For the purpose of this policy, the child's home address will be the residential address at which the child lives and sleeps for more than 50% of their time from Monday to Friday during term time. It will usually be the address at which Child Benefit is claimed or, if ineligible, the address at which the child is registered with their GP and dentist. No other addresses (including business addresses) will be accepted.

The child must be living at the address at the time of application and is anticipated to be living there at the time of admission.

Children of UK Service Personnel and Crown Servants

The children of UK service personnel (UK armed forces) with a confirmed posting to the area of the School, and the children of Crown servants returning from overseas to live in the area of the School, will be regarded as living at the address stated in the application for admission at the time of application where it is accompanied by an official letter confirming the relocation date and a Unit postal address or quartering area address. This is an exception to the rule that the child must be living at the address at the time of application.

Statutory Maximum Infant Class Size

The statutory maximum number of pupils in a class in Reception Year to Year 2 is 30, however, regulations set out categories of children who will be regarded as “excepted pupils”. These regulations provide that excepted children can be admitted above the statutory maximum number, i.e. when there are already 30 pupils in a class.

Twins and siblings of a higher multiple birth will be “excepted pupils”.

Parents are referred to Paragraph 2.15 of the Admissions Code (which is accessible on the Department for Education’s website) for further detail in respect of the category of ‘excepted pupils’; where full details of excepted pupils are listed.

Deferred Entry to Reception Year

Children are entitled to a full-time place in Reception Year in the September following their fourth birthday. Children do not, however, reach compulsory school age until one of three prescribed days following their fifth birthday (or on their fifth birthday, if it falls on a prescribed day). These prescribed days are 31 December, 31 March and 31 August.

Parents who achieve a place for their child in Reception Year have a right to decide that they will defer the date that their child will start school until their child reaches compulsory school age without losing the achieved place.

In respect of parents of “summer born children” (i.e. children born on or between 1 April and 31 August), their children are considered to reach compulsory school age on 31 August following their fifth birthday (or on their fifth birthday if it falls on 31 August); these parents cannot defer the date that their child will start school beyond the first day of the final term of the school year without losing the place that has been offered. If they do, the place will be allocated to another child.

However, parents of “summer born children” do have the right to release the achieved place and delay their child’s start date for one whole academic year, when they will either seek admission to Year 1 (which is subject to availability of a place) or make a request for admission outside normal age group to Reception Year (which is at the discretion of the Trust Board).

Part-Time Attendance in Reception Year

Parents have a right to decide that their child will attend School part-time until they reach compulsory school age on one of the three prescribed dates set out above. The right can also be exercised at the same time as deferred entry.

For example, a child born on 15 February will not reach compulsory school age until 31 March but is entitled to a full-time place in Reception Year from the preceding September. The child’s parents can decide that their child will not start school until 1 January and will attend part-time until 1 April, when they will attend full-time.

Admission of Children Outside their Normal Age Group

Parents have a right to ask for their child to be admitted to the School to a year group other than their

child's year group, either above or below. It is, however, for the Trust Board to determine whether to agree or refuse the application.

The procedure for asking for admission of a child to a year group other than the child's normal year group is by letter to the School giving details of all relevant circumstances and attaching any relevant supporting evidence. The Trust Board will consider the request and make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the parent's views, the Principal's view, information about the child's academic, social and emotional development, the child's medical history and the view of their medical professionals (where relevant), whether the child has previously been education outside their normal age group, and whether they would have naturally fallen into a lower age group if they had not been born prematurely.

Parents should note that, where the Trust Board refuses a request for admission to a year other than the child's normal age group, there is no statutory appeal against that decision as there is with the refusal of a place, however parents may submit a complaint under the School's published Complaints Policy. Where a request is refused, the Trust Board will write to the parents clearly setting out their reasons for doing so.

Where the Trust Board agrees a request in principle, they will write to the parents confirming their agreement. A request for admission outside normal age group is not an application for admission, and parents will need to submit a separate application for admission in the usual way at the appropriate time. Where a request for admission to a different year group has been agreed in principle, the letter from the Trust Board confirming this must be submitted with the application for admission.

It is important for parents to note that obtaining the Trust Board's agreement in principle to admission to a different year group does not mean that the child will achieve a place in that year group; it simply is an indication that the Trust Board will accept an application for admission of a child to the desired year group, and it is not a guarantee that a place in the desired year group will be achieved. The separate application for admission will be considered with all other applications for that year group and the oversubscription criteria applied where necessary. This means that parents who obtain agreement in principle to their child being admitted one year later than usual to Reception Year may not achieve a place, and will then be in the position of having to apply to other schools for admission outside normal age group, or applying for admission to Year 1 which is subject to place availability.

Applications for Admission

Reception

Applications for admission must be made to the parents' home Local Authority on their Common Application Form, which is accessible on their website.

Applications must be submitted to the home Local Authority by the closing date, which is **15th January 2021**.

Parents will be notified of the outcome of applications on "national offer day" which is **on 16th April 2021**, as set out in the Admissions Code. **Where an application is unsuccessful, the reason for this will be confirmed in the notification letter.**

Failure to submit the CAF by the application will result in the application being dealt with as a late application, which means that it will be accepted but will not be considered until all applications

received on or before the application deadline have been considered, which will substantially reduce the chance of achieving a place

Year 7

Applications for admission to Year 7 must be made to the parents' home Local Authority on their Common Application Form, which is accessible on their website.

Applications must be submitted by the closing date, which is **31st October 2020**.

Parents will be notified of the outcome of applications on "national offer day" which is **on 1st March 2021** as set out in the Admissions Code. **Where an application is unsuccessful, the reason for this will be confirmed in the notification letter.**

Failure to submit the CAF by the application will result in the application being dealt with as a late application, which means that it will be accepted but will not be considered until all applications received on or before the application deadline have been considered, which will substantially reduce the chance of achieving a place

Late Applications

Applications received after the closing date for applications stated above will be late applications, and will not be considered until after applications received on or before the closing date for applications have been considered and places allocated. This means that the chance of achieving a place will be reduced. The names of those children who do not achieve a place will be placed on the waiting list (see below).

Waiting Lists

The School operates a waiting list for the duration of the school year. The names of all children who do not achieve a place in Reception or Year 7 in the normal admissions round will be placed on the waiting list automatically and for the duration of the school year in which they would otherwise have been admitted. After that date, all names will be removed unless the child's parents notify the School that they would like their child's name to be kept on the waiting list going forwards.

A child's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above, and not by reference to the date that the application for admission was made. This means that a child's place on the waiting list may go down as well as up, as more applications are received from children with higher priority.

In-Year Admissions

Applications for in-year admissions should be made to the School. If more applications are received than there are places available, applications will be ranked by the admissions authority in accordance with the admissions/over subscription criteria as outlined above. Applicants will be notified of the outcomes by the School.

Where an application for in-year admission or admission to a year group other than Reception or Year 7 is unsuccessful, parents will be asked if they would like their child's name to be added to a waiting list for that year group and, if so, for how long. Waiting lists are not routinely kept for other year groups unless parents specifically ask for their child's name to be included on one.

Fair Access Protocol

The School is committed to taking a fair and reasonable proportion of children who are vulnerable and/or hard to place, as identified in the locally agreed Fair Access Protocol. Accordingly, outside the normal admissions round, the Trust Board will admit a child for whom a place is requested under the Fair Access Protocol agreed for that school year, even where this will result in the PAN being exceeded.

Statutory Right of Appeal

Parents have a statutory right of appeal whether during normal admissions rounds or for in-year admissions to an independent appeal panel in the event of a refusal of a place. Appeals are dealt with strictly in accordance with the School Admission Appeals Code 2012. Full details about the statutory right of appeal, including how and when the request for an appeal must be lodged, will be confirmed in the notification letter sent to parents on the relevant national offer day.

A request for an admission appeal must be accompanied by the grounds for making the appeal (i.e. why it is believed that this Admission Policy does not comply with the School Admissions Code 2014 or other legislation, or was not correctly applied in relation to the application for admission). Before setting out the grounds of appeal, parents are advised to consider the reason for the refusal stated within the notification letter.

Information on the appeal timetable (including the deadline for requesting an appeal) will be published on the School's website (www.avanti.org.uk/avantifields) on or before 28 February after the closing date for applications for that year. Information will also be included in the letter sent to parents notifying them of a refusal.

False and/or Intentionally Misleading information

Parents should note that an offer of a place is likely to be withdrawn if it is found that it was made on the basis of fraudulent or intentionally misleading information provided by parents.

An admission authority must not withdraw an offer unless it has been offered in error, a parent has not responded within a reasonable period of time, or it is established that the offer was obtained through a fraudulent or intentionally misleading application. Please refer to paragraph 2.12 and 2.13 of the Admissions Code for further detail.

Furthermore, in order to address the potential issue of offers being obtained through fraudulent or intentionally misleading applications, the School reserves the right to ask for additional information to check the veracity of the address and other information provided in the application.