

Hertfordshire County Council's oversubscription criteria for community and voluntary controlled, first, infant, primary, junior and middle schools for the school year 2023/24

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with an Education, Health and Care Plan (EHCP) that names their school.

If there are fewer applications than places available at a school all applicants will be admitted. If there are more applications than places available, the criteria outlined below will be used to prioritise applications.

<https://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/school-admissions-and-transport.aspx>

Oversubscription criteria

Rule 1: Children looked after and children who were previously looked after, including those children who appear (to the admission authority) to have been in state care outside of England, and ceased to be in state care as a result of being adopted. Previously looked after children are those who were looked after but ceased to be so because of being adopted or became subject to a child arrangements order¹ or a special guardianship order².

Children who were not looked after immediately before being adopted or made the subject of a child arrangement order or special guardianship order, will not be prioritised under this rule.

Rule 2: Medical or Social

Children for whom it can be demonstrated that they have a particular medical or social need to go to the school. A panel of officers will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically, to the school applied for under Rule 2 and must clearly demonstrate why it is the only school that can meet the child's needs.

Rule 3: Linked School (This rule only applies to pupils who are currently attending an infant school which has a linked junior school¹.)

In the case of junior schools, children who attend the linked infant school at the time of their application.

Rule 4: Sibling

Children who have a sibling on the roll of the school or linked school at the time of application*. This applies to reception through to Year 5 in infant, junior and primary schools; and from reception through to Year 3 in first schools; and from Year 5 to Year 7 in middle schools.

Rule 5: Nearest School

Children for whom it is their nearest school or academy.

This includes all schools except those which allocate places on the basis of faith (membership or practice) before allocating on the basis of distance/location.

Rule 6: Distance

Children who live nearest to the school.

Children not considered under rule 5 will be considered under rule 6.

These rules are applied in the order they are printed above. If more children qualify under a particular

rule than there are places available, a tie break will be used by applying the next rule to those children.

Edwinstree Middle School
A Voluntary Controlled Church of England School

Tie Break

When there is a need for a tie break where two different addresses are the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random. Every child entered onto the HCC admissions database has an individual random number assigned, between 1 and 1 million, against each preference school. When there is a need for a final tie break the random number is used to allocate the place, with the lowest number given priority.

*Please see the 'Explanatory notes and definitions 2023/24 document for a full explanation/definition.

Continuing Interest

After places have been offered, Hertfordshire County Council will maintain a continuing interest (waiting) list for all community and voluntary controlled schools. A child's position on a CI list will be determined by the admission criteria outlined above and a child's place on the list can change as other children join or leave it. The county council will contact parents/carers if a vacancy becomes available and it can be offered to a child. Continuing interest lists will be maintained for every year group until the summer term (date to be confirmed). To remain on the CI (waiting) list after this time,

parents must confirm they are still interested in a place by completing an In-Year application form.

In Year Admissions

Hertfordshire County Council co-ordinate In Year Admissions for all community and voluntary controlled schools. Information about how to apply and the online application form can be found at www.hertfordshire.gov.uk/inyear The oversubscription criteria outlined above is used to prioritise all In

Year applications to community and voluntary controlled schools.

Fair Access

Community and voluntary controlled schools will admit children under the Fair Access Protocol before those on continuing interest, and over the Published Admission Number (PAN) if required.