



# Sidney Stringer Primary

## Admissions Policy 2027-2028

Approved By:	Directors	Date: February 2026
Reviewed By:	Emma McCann	Date: December 2025
Next review due by:	January 2027	



Arrangements for applications for places at the Sidney Stringer Primary Academy will be made in accordance with the local authorities' coordinated admission arrangements and will be made on the Common Application Form provided and administered by the relevant local authority

## **Published Admission Number**

Sidney Stringer Primary will have an agreed admission number (Published Admission Number or PAN) of 60 pupils, to be admitted into Reception each year if sufficient applications are received. If 60 or fewer applications are received all applications will be admitted. Infant classes will comprise no more than 30 pupils with a single teacher.

## **Oversubscription criteria:**

Sidney Stringer Primary is part of the Coventry coordinated admissions scheme. If the number of applications is less than the published admission number then all applicants will be offered a place.

If there are more requests for the Academy than there are places available within the Academy's admission number, places will be allocated in accordance with the following criteria and in the order shown below.

1. Children who, at the time of admission, are in care of a local authority or are provided with accommodation by the authority (looked after children). Also, children who were previously looked after but ceased to be so because they were adopted, or became subject to child arrangements order or a special guardianship order and all previously looked after children, 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. A looked-after child is defined in Section 22 of the Children Act 1989.
2. Children who have a brother or sister attending Sidney Stringer Primary. Sidney Stringer Primary sees the benefits of children from the same family attending the Academy and gives priority to brother and / or sister connections in its policy for allocating places. Brothers and sisters are those children who live at the same address and either have one or both natural parents in common; are related by a parent's marriage or whose parents are living as partners. We include children who are adopted within our definition of brothers and sisters. However, where the Academy is over-subscribed no guarantee can be given that places will be available for brothers and sisters.
3. Children of staff working at Sidney Stringer Primary with two years' service at the time of application. Staff refers to any person employed by the Governing body of the Academy.

All staff who have been continuously employed directly by the Academy for a period of at least two years for the purpose of working in the Academy as follows:

- All full time teaching staff
- All full time support staff – defined as those on 37 week and above contract
- All part time teaching staff with a 45% and above timetable
- All part time support staff who work at least 15 hours per week for 37 weeks or more

If a service has been 'in house' and is subsequently 'contracted out' children of staff will no longer be eligible for priority admission under this criterion.



The definition does not include peripatetic staff.

4. Children by reference to the distance to the Academy. A straight-line measurement will be made, using a computerised mapping system, from the centre of the child's residence - to the front door of the Academy. The address used must be the child's permanent home address. The shortest measurement will have the highest priority.

## **Multiples births**

Where the last place is offered to one of twins/triplets, then the Academy can choose to admit all of the siblings.

## **Tie Breaker**

If a tie-breaker is necessary to determine which child is admitted, the allocation of a place will be determined first by proximity to the Academy with those living nearest to the Academy being given priority. If any applicants live exactly the same distance from the Academy, they will be prioritised by the drawing of lots, supervised by an independent officer, not an employee or governor of the Academy.

## **Home address**

A pupil's home address is considered to be a residential property that is the child's only or main residence. At the time places are allocated, proof of residence at the property concerned may be required. Where documentary evidence can substantiate that care is split equally between parents at two homes, parents must name the address to be used for the purpose of allocating a school place.

**If a school place is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to withdrawal.**

Children of UK service personnel and other Crown Servants will be treated as meeting the residency criteria for a catchment area once proof of posting has been provided.

## **Special Educational Needs**

Sidney Stringer Primary will admit all pupils with an Education, Health and Care Plan where the Academy is named on the Plan.

## **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should contact Coventry City Council on 024 7697 2647 or [schoolappeals@coventry.gov.uk](mailto:schoolappeals@coventry.gov.uk) for information on how to appeal.

## **Waiting List**

When a place cannot be offered at the Academy the child's name will be automatically placed on the waiting list. If places become available, they will be allocated based on the oversubscription criteria. Each time a child is added, the list is ranked again in line with the oversubscription criteria. Applicants may therefore move both up and down the list depending on whether others joining the list meet a higher ranked oversubscription criterion. Waiting Lists will remain in operation until 31 December 2027. After this, parents/carers will need to contact the School Organisation Team if they wish to stay on the waiting list until the end of the academic year when the waiting list will be discarded.

## **Deferred entry into Primary School**

Legally a child does not have to be educated until the term after their fifth birthday. Parents may feel their child is



young for their age, or there may be other reasons for wanting to delay their entry to school. This is called deferred entry.

In this situation applications for a place should be made in the normal way. The Academy recommends that the parent/carer contact the headteacher of Sidney Stringer Primary to discuss the matter in more detail prior to submitting the application. If the parent/carer then decides to defer entry, a place will be reserved until the child starts as long as they start within the academic year. The Academy cannot allocate it to another child. Parents/carers cannot assume however that an application for a deferred entry place will be successful. It will be considered alongside all other applications in accordance with the Academies admissions policy.

Where a parent/carer of a summer born child wishes to defer entry until the following academic year, and wishes their child to start in reception this will mean the child is taught out of their normal age group. They should still make an application at the usual time but must notify us on the application that they will wish to request a place out of the normal age group. Parents/carers will then be contacted to discuss the matter further and should note there are no guarantees that such applications will be successful, but that each case will be considered individually.

### **Admission of children outside their normal age group**

If parents wish for their child to be considered for admission to a class outside of their normal age group, parents should use the standard application form and include information regarding the year group requested outlining the reasons why, enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The application will be considered based the information provided by the parents, the child's best interests and the views of the Executive Headteacher, alongside all other applications in accordance with the Coventry co-ordinated admissions scheme. Where the application is refused the parent has a right to an appeal against the refusal of a place, unless the child has been offered a place in another year group in the school.

If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE Guidance which can be found at <https://www.gov.uk/government/publications/summer-born-children-Academy-admission>

### **Applications outside the normal admissions round**

We co-ordinate with the local authority the in-year admissions process and that further information can be found here: <https://www.coventry.gov.uk/school-admissions/primary-school-admissions/5>. You can apply for a place for your child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose Education, Health and Care Plan (EHC) names the school will be admitted. Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place. If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed in this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.

### **Part time attendance**

Where the parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.