KINGS NORTON
GIRLS' SCHOOL

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Kings Norton Girls' School Admission Criteria for September 2028

School name	**Kings Norton Girls' School**
School address	Selly Oak Road, Kings Norton, Birmingham B30 1HW
Headteacher	Mrs Laura Sullivan
Tel no:	0121 675 1305
Admission Number:	160

	The number of intended admissions for the year commencing 1st September 2028 will be 160 girls.
Oversubscription Criteria	
When there are more applications than places available at the school the following criteria will be used to determine which children will be allocated places: -	
1. Looked after or previously looked after children	A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order [(90)] including those 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 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). [(90)] An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
2. Siblings	Siblings: Children with an older sibling already at the school who will still be in attendance at the time at which the application to the school is made. Siblings are considered to be those children who live at the same address and either: (i) have one or both natural parents in common; or (ii) are related by a parent's marriage;

	or (iii) are adopted or fostered by a common parent. Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings. Children not adopted or fostered or related by parent's marriage or with one natural parent in common, who are brought together as a family by a civil partnership and who are living at the same address, are also considered to be siblings.
3. Children of staff	Children of staff at the school where: - a) the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made or b) the member of staff is recruited to fill a vacant post for which there is a demonstrable shortage.
4. Distance	Distance: Children who live nearest to the school. Measured as a straight-line between the applicant's home address and the front main reception entrance to the school. The Local Authority use a computerised system, which measures all distance in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address within the system.
Definitions	
Children with an Education Health Plan	Any child with an Education Health and Care Plan is required to be admitted to the school that is named in their plan. This gives such children overall priority for admission to the named school. This is not an oversubscription criterion.
Looked after or previously looked after children	A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order [(90)] including those 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 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). [(90)] An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
Shared Responsibility	Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, then the main residence will be determined as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used.
Separating "final qualifier" applications (twins, blocks of flats etc.)	In a very small number of cases, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year

	group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place. In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admissions Number to accommodate the pupils.
Waiting list	Following the offer of places, a waiting list will be kept in strict oversubscription criteria order until at least the end of the first academic term. Each added child will require the list to be ranked again in line with the oversubscription criteria.
Appeals	Appeals should be made directly to the school, the deadline date for receipt of appeals will be set by 28th February 2028; the deadline is usually early April. The appeals will be heard within 40 school days of the closing date.
Admission of children outside their normal year group	Parents have the right to request, but not insist, that their child be considered for admission to a class outside of their normal age group. This could be the case, for example, if a child is gifted and talented, has experienced problems such as ill health, or that the child is summer born, i.e. a child born between 1st April and 31st August. Parents who wish for their child to be considered for admission to a class outside of their normal age group must make an application for the normal age group in the first instance. Parents must then submit a formal request to the Academy Trust for the child to be considered for a different age group class instead. This request should be in the form of a written letter of application outlining the reasons why they wish for their child to be considered to be admitted into a class outside of their normal age group and enclosing any supportive evidence and documentation that they wish to be taken into account as part of that request. The Academy Trust will consider requests submitted for a child to be admitted into a class outside of their normal age group and advise parents of the outcome of that request before national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher. If the request is refused, the original application for the normal age group class will progress through the Local Authority co-ordinated admissions scheme, be considered by the Academy Trust and the parents advised of the outcome. If the request is agreed and the year group for which the parents have requested a place is a current year group in the school, then the application will be considered by the Academy Trust and the parents advised of the outcome. If the request is agreed and the year group for which the parents have requested a place is for a future year group, i.e. year 7 in September 2029, then the original application is withdrawn, and the parents must submit a fresh application for year 7 2029 when applications open in the autumn term of 2028. Please note that parents only have the right to re-apply for a place. Where the Academy Trust agrees to consider an application for year 7 for the following year, that application is considered alongside all other applications received and parents will be advised of the outcome of that application on national offer day. No place is reserved or held for the child in advance. 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-school-admission

In Year Applications	Applications made outside the normal admissions round (In-Year Admissions) should be made directly to the school using the In-Year Application Form. Parents/carers can apply for a place for their child at any time and to any school. On receipt of an in-year application, the school will notify the local authority within two days of both the application and its outcome, to allow the local authority to keep up to date with figures on the availability of school places in Birmingham. Upon receipt of an in-year application, the school, will aim to notify the parents of the outcome of their application in writing within 10 school days, but they must be notified in writing within 15 school days. Where an application is refused, the school will also set out the reason for refusal and information about the right to appeal. Where an applicant is offered a place following an in-year application, and the offer is accepted, arrangements will be made for the child to start as soon as possible, particularly where the child is out of education.
Fair Access Protocol	The Academy Trust of Kings Norton Girls' School is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the Academy Trust can give priority to a child where admission is requested under any locally agreed protocol. The Academy Trust has this power, even when admitting the child would mean exceeding the published admission number.

* No supplementary information form is used at Kings Norton Girls' School