

# ADMISSION OF STUDENTS FOR ENTRY AT RECEPTION 2019/2020



For September 2019/2020 the Academy Admission Number for entry into Reception will be 45 students. Students should normally be aged between 4 and 5 years on the 1 September in the year of entry.

To apply for a place at the Academy an application **MUST** be made via the Local Authority in which **you live**. For most applicants this will be to Derby City Local Authority. Derby City Local Authority will then in turn notify the Academy about ALL the applicants for places for September 2019.

From the **5 November 2018** onwards you may apply either online at [www.derby.gov.uk/primary](http://www.derby.gov.uk/primary), or by phone on 01332 642730, or request a paper application on 01332 642730. Whichever way you chose to apply for a place, your application must be received by the Local Authority before the closing date of **15 January 2019**. Any applications made after 15 January 2019 will be classed as 'late' and considered after all 'on time' applications have been dealt with.

The Local Authority will inform you by letter, which will be posted on the **16 April 2019** – the 'National Offer Day' by second class post, this will contain a single offer of a school place for your child.

If you wish to visit the Academy before applying for a place please contact Mrs Tatem at Landau Forte Academy Moorhead on 01332 571162.

## Admissions Policy 2019-2020

Boys and girls will be admitted to the Academy on a full-time basis without any reference to ability or aptitude, from the "current catchment" area served by the Academy. The maximum number of new children to be admitted during the 2019/2020 Academy year has been set at 45 in reception, 40 in all other year groups, by the Department for Education and the Academy's Governing Body.

## Over-Subscription Criteria

1. Children who are looked after by a local authority in accordance with Section 22(1) of the Children Act 1989.
2. Children who are both living in the catchment area served by the Academy and have brothers or sisters already attending Landau Forte Academy Moorhead at the time of their admission.
3. Children who do not live in the catchment area served by the Academy but who have brothers or sisters attending the Academy at the time of their admission.
4. Other children living in the catchment area at the time of admission.
5. Other children whose parents have requested a place.
6. Children whose parents did not express a preference by the date suggested by the Authority each year.

Tiebreaker for applications of equal strength: shortest available route from the Academy measured by a straight line using the Council's measuring system.

### Notes:

"Catchment area"

As defined by the Local Authority

**“Looked after child”**

A looked after child is a child who is a) in the care of the 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).

**“Brother or sister”**

A brother or sister is classed as having one or both natural parents in common, are related by parent’s marriage or are adopted or fostered. A brother or sister must be living at the same

**TIMETABLE FOR APPEALS FOR ADMISSIONS TO RECEPTION 2019/20**

Offers sent to Parent/Carers by the Local Authority	<b>16 April 2019</b>
Parent/Carers who wish to Appeal should contact Landau Forte Academy Moorhead in writing	From <b>16 April 2019</b>
Landau Forte Academy Moorhead will send an Appeals Form and further Guidance to Parent/Carers	Within <b>3</b> working days
Deadline for Parent/Carers to return their Appeal Form to Landau Forte Academy Moorhead	5 June 2019
Notification of the date, time and venue for the Appeal will be sent to Parent/Carers along with the Generic Case for the Academy	At least <b>10</b> working days prior to the commencement of Appeal Hearings
Deadline for submission of evidence supporting the Appeal to the Appeals Clerk for the Academy	<b>3</b> clear school days prior to Appeals Hearing
Outcome of the Appeal confirmed in writing to Parent/Carers	Wherever possible within <b>5</b> school days of Appeal Hearing