

Changes to the Code

Admissions Guidance for Own Admission Authorities (VA schools and Academies)

This guidance is based on the School Admissions Code issued in December 2014

In December 2014, the DfE issued a revised admissions code which all own admission authorities **must** use. The changes include timings, pupil premium and admission of children outside of their normal age range. These are summarised below.

- The consultation period has been reduced and brought forward. Consultation must be for a minimum of 6 weeks and must take place between 1 October and 31 January of the school year before those arrangements are to apply. For example, for admission in September 2017, consultation must be completed by 31 January 2016. These changes do not apply to the policies for admission in September 2016 which are being determined this year.
- Admission arrangements must be determined (published) by 28th February (from 2016 for 2017 entries onwards) and sent to local authorities before 15th March.
- Objections to admission arrangements for entry in September 2016 must be referred to the Adjudicator by 30 June 2015. For all subsequent years, objections must be referred to the Adjudicator by 15 May in the determination year.
- The wording regarding Looked after Children has been changed.
“The highest priority **must** be given to looked after children and all previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).”
- Admission authorities may give priority in their oversubscription criteria to children eligible for the early years’ pupil premium, the pupil premium and also children eligible for the service premium. The categories of those eligible for premium to be prioritised should be clearly defined in the arrangements.
- Admission authorities may give priority in their oversubscription criteria **to children eligible for the early years pupil premium, the pupil premium or the service premium** who:
 - a) are in a nursery class which is part of the school; or
 - b) attend a nursery that is established and run by the school. The nursery must be named in the admission arrangements and its selection must be transparent and made on reasonable grounds.
- Admission authorities **must** make clear in their admission arrangements the process for requesting admission out of the normal age group for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send the child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.