

## ***Proposed admissions criteria for Barnet Hill Academy when it enters the Maintained Sector***

*(NB criteria are subject to change and may be amended as part of the statutory proposals process)*

This is the comprehensive admissions policy and procedure for entry into Barnet Hill Academy.

Barnet Hill Academy was founded to provide a sound Islamic religious and secular education and priority for admission is given to those children of practising Muslim families, defined broadly as one where the parents are regular attendees of mosques and whose principles and practices are in accordance with the mainstream *Ahl-al-Sunnah* doctrine. The decision as to whether or not an applicant qualifies for priority consideration will be based on the information provided by the applicant in the Supplementary Information Form ("SIF"). In this policy those who qualify for priority are referred to as Muslim Children.

### **Admissions**

- The school has a Published Admission Number (PAN) of 60 children.
- In the event that the school is oversubscribed priority will be given as follows:
  - Looked After and Previously Looked After Muslim children.
  - Muslim children with siblings who are currently at Barnet Hill Academy at the time of the application. For these purposes "siblings" shall include half-siblings, step-siblings and adopted siblings who are Muslim Children and who are living at the same address.
  - Children of a member of staff where the member of staff has been employed at the school for two or more years at the time of application or where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
  - Other Muslim children
  - Other Looked After and Previously Looked After children
  - Other children
- Distance will be used as a 'tie-breaker' if two or more applicants are equally qualified for a place within any of the above criteria. Distance is measured in a straight line between the address point for the child's home to the school's main gate, using Barnet Council's computerised measuring system. For this purpose, the address of an applicant is the permanent domestic address of the parents. Where it is necessary to further differentiate between applicants living the same distance from the school, priority will be decided by random allocation in the presence of an independent observer.
- A "Looked After child" is a child in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989. A "Previously Looked After child" is a child who was in public care, but ceased to be so because they were adopted or became subject to a residence order or special guardianship order immediately after being in public care. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. A special guardianship order is defined by section 14A of the Children Act 1989.
- Verification of regular, Islamic practice <sup>1</sup> will be obtained from the Imam of the one of the three established Mosques in Barnet following the mainstream Islamic doctrine in line with the Muslim ethos of the school. Evidence will be sought of active Muslim worship and observance of Islamic laws and practice.

---

<sup>1</sup> Islamic practice is defined as observance of the five core tenets of the Islamic faith including regular attendance at mosques, fasting, alms-giving, pilgrimage and acceptance of the Shahadah (proclamation of faith).

- **Exceptional Circumstances:** The Governors reserve the right to give priority to applications which are considered by the Governors to merit special consideration on the grounds of exceptional social or medical needs. Applicants under this category must supply evidence to support their exceptional circumstance.

### **Admissions Procedure**

- All applications for Reception places at the school in the normal year must be submitted on the home local authority's Common Application Form (CAF) and, if the applicant seeks consideration for priority admission, the applicant should provide a completed SIF. This must be sent to the school at the same time as the CAF is completed.
- The closing date for all applications to the Reception class will be a date set each year in line with nationally set dates for the making of offers for admission in the school year (1 September to 31 August) in which the child will attain four years of age. Late applications will be dealt with in accordance with the London Borough of Barnet Coordinated Admissions Scheme.
- A separate application must be made on behalf of ALL children seeking admission to the Reception class, including those attending the Nursery. There is no automatic progression from the Nursery to the Reception class.
- Parents will be notified by the home local authority in accordance with its Coordinated Admissions Scheme. Parents must indicate in writing within 10 days their intention to take up a place.

### **In-Year Admissions**

- In-year admissions for all year groups will be coordinated by Barnet Council in accordance with the Barnet In-Year Coordinated Admissions Procedure. Applications for an in-year school place must be submitted via the [Barnet Parent Portal](#) and will be processed in line with the published local authority timetable and procedures. The governing body, as the admission authority, will apply the school's oversubscription criteria where the number of applications exceeds the number of available places.
- Copies of the proposed admission arrangements for the 2026/27 and 2027/28 intakes are available on the school's website.

### **Waiting List**

- When all available places have been filled, children not allocated places will be placed on a waiting list ranked in descending order according to the published admissions criteria. The waiting list will remain in operation from the day the original places are awarded and will be open until the end of the academic year. Those who wish to remain on the waiting list after this period should notify the school each year in writing.

### **Applications on behalf of Twins or Triplets (Multiple Births)**

- If only one place is available at the school and the next child who qualifies for a place is one of multiple birth siblings, those children will be admitted in excess of the Published Admission Number to avoid a situation where the children have to attend different schools. The children admitted over the PAN will be "excepted pupils" until the class size falls back to 30 pupils.

### **Request to delay entry to school (known as deferred entry)**

- Children reach compulsory school age at the beginning of the term following their fifth birthday. Where a child has been offered a place at the school, that child is entitled to a full-time place in the September following the child's fourth birthday. Parents of children below compulsory school age may, however, defer their child's entry to a Reception class until later in the school year. However, a Reception class place must be taken up by the start of the summer term. Where 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. If parents want their child to take up a Year 1 place in the following academic year a fresh application must be made.

### **Summer-born children**

- Parents of summer born children may choose not to send that child to school until the September following their fifth birthday and may request that their child is admitted out of their normal age group – to Reception rather than Year 1.
- If parents wish to apply for their summer-born child to join a Reception class, instead of Year 1, in September of the following year, they must complete an application for Reception of the current admission year **and** must submit a separate written request to the Governing Body. Summer-born children are those born between 1 April and 31 August.

### **Requests for admission outside the normal age group**

- Children are educated in school with others of their age group, with the curriculum differentiated as necessary to meet the needs of individual children. However, parents may request that their child is exceptionally admitted outside their age group, for example if their child is gifted or talented or has experienced problems such as ill health. The Governing Body will decide whether or not the individual circumstances make this appropriate on educational grounds and in the best interests of the child. This will include taking account of the parents' views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The Governing Body will also take into account the view of the Head Teacher of the school.

### **Special Needs**

- The admission of children with statements of Special Educational Needs or an Education, Health and Care Plan is dealt with by a separate procedure.

### **Incorrect or Misleading Applications**

- If the information given in the application form is not accurate or up to date, your child may lose priority. In such a case, the Governing Body will have discretion to refuse the offer of a place. The Governing Body reserves the right to withdraw the offer of a place where it is found that the place was offered on the basis of fraudulent or misleading information.

### **Appeal Procedure**

- If a place is not offered, parents will be advised as to their right to appeal to an Independent Appeal Panel and will be advised on the process for appeal.