

# Admissions Criteria for Barnet Hill Academy (2027-28)

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.

In the event of the school being oversubscribed, the school will give priority to applicants in accordance with the oversubscription criteria set out below. The decision as to whether or not an applicant qualifies for priority consideration will take into account the information provided by applicants in a Supplementary Information Form ("SIF"). A copy of the SIF can be obtained from the school or downloaded from the school's website.

## Admissions

- The school has a Published Admission Number (PAN) of 60 children.
- In the event that the school is oversubscribed, after allocation of places to children with an Education Health and Care Plan (EHCP) naming the school, the remaining places will be allocated in the following order of priority:
  - 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 as assessed on the basis of the SIF
  - 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, as well as 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. 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.

- As one of its oversubscription criteria, the school gives priority to Muslim children. Verification of regular, Islamic practice<sup>1</sup> will be obtained from the Imam of an established mosque following the mainstream Islamic doctrine in line with the Muslim ethos of the school. Evidence may be sought of active Muslim worship and observance of Islamic laws and practice. For these purposes an applicant is considered to be a Muslim child if the applicant parent(s)/guardian(s) can answer positively all questions in Section 1 of the SIF.
- 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. Applications made under this criterion must be supported by a current letter from a doctor, social worker or other appropriate professional. The letter must name the school and specify the reasons why the particular school is most suitable for the child and the difficulties that would be faced if the child attends an alternative school. Information not provided at the time the application is submitted may not be considered at a later date.

### 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.
- An application must be made on behalf of ALL children seeking admission to the Reception class, including those currently 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

- 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. The Barnet Parent Portal can be accessed using the following link: [https://familyservices.barnet.gov.uk/SynergyWeb\\_Live/CD/NewPage.aspx](https://familyservices.barnet.gov.uk/SynergyWeb_Live/CD/NewPage.aspx).

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<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).

## 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 make a new application via the Barnet Parent Portal (link above).

## 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 (or normal admission number for in-year admissions) to avoid a situation where the children have to attend different schools. In accordance with the School Admissions Code, infant children (Years Reception, Year 1 and Year 2) admitted in these circumstances will be treated as *excepted pupils* for the purposes of the Infant Class Size Regulations, until the class size reduces to 30 or below.

## 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.

## 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 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 or SIF 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.