



## Infant to Junior Transfer

### Admissions Guidance for Infant to Junior Transfer for 2020/2021 School Year

An application is only needed for an infant to junior transfer in very limited number of circumstances. Please read the guidance below before completing an application.

Places available at a school are determined by the school's Admission Number. This represents the minimum number of children who have to be offered places at each school if there are sufficient applications.

Please read: 'A Guide for Parents and Carers' before making any application for a Junior School place for your child.

<https://www.bristol.gov.uk/schools-learning-early-years/primary-admissions>

### Transfers from Infant to Paired Junior Schools

Parents and carers do not need to apply for a junior school if child attends the paired Infant School e.g. Pupil attends Chester Park Infant School and parent and carer wishes child to attend Chester Park Junior School.

Children already attending a Year 2 age group of an infant School (i.e. a school which takes children between the ages of 4 and 7) will automatically transfer to the Year 3 age group of the paired junior school, unless it is the wish of the parents that they transfer to a different Junior School.

### Transfer to another Junior school

Should you wish to apply for a Year 3 place at a junior school other than the one that your child's infant school is paired with please complete the application form and return it to the Local Authority where you reside by **15<sup>th</sup> January 2020**. Your application request will be transferred to the admission authority who will contact you in writing on **16<sup>th</sup> April 2020** with the outcome of your application.

If there are still places available at the below school within a Junior School's Admission Number once the Year 2 children transferring within the school(s) have been taken into account, then the below criteria will be applied to all applications for children who currently attend other infant or primary schools.

- Broomhill Junior School
- Chester Park Junior School
- Sefton Park Junior School

**1. Children in care or children who were previously in care but immediately after being in care became subject to an adoption order, child arrangement order or special guardianship order.**

Children in care are children who are in the care of a local authority or provided with accommodation by that authority under section 22 of the Children Act 1989.

**2. Children attending paired infant and junior schools who have attended the paired infant school**

**3. Siblings**

Where there are siblings in attendance at the preferred school or paired infant-school and who will still be on roll in the year of entry.

**4. Geography**

Children living closest to the school as measured in a direct line from the home address to the school.

The home address is where the child spends the majority of the time and is living with the person who has parental responsibility and is the main 'carer' as defined in section 576 of the Education Act 1996 (documentary evidence may be requested). If a child regularly lives at more than one address the LA will have to reach a conclusion about which should be counted as the main address when allocating places. This will normally be the address where the Child Benefit is paid and where the child is registered with a doctor.

Home to school distances will be measured in a direct line from a point on the home address as held by the Local Authority to a central point within the main school building using the Local Authority's computerised mapping system

**Definitions**

**Siblings**

Sibling refers to children who live permanently in the same household AND who are brother or sister, half brother or sister, step brother or sister, adopted brother or sister or a child of the parent or carer's partner where the child for whom a place is being sought is living in the same family unit at the same address.

Pupils will not be considered as a sibling link where children are in pre-school, in a nursery class attached to the school or children who have left the school in the year of entry. For example, children applying for a Junior place where the older sibling is in Year 6 and will no longer be in primary education for the following September.

**Home address**

The child's permanent home address, where he or she resides with a person with parental responsibility, or with a parent (as defined in Section 576 of the Education

Act 1996). It is the address where the child spends the majority of their time. Documentary evidence may be required to confirm a child's home address. If a child regularly lives at more than one address the admission authority will have to reach a conclusion about which address should be counted as the main address when allocating school places. This will normally be the address where the Child Benefit is paid and where the child is registered with a doctor.

### **Home to school distance**

Home to school distance will be measured in a direct line from a point on the home address as held by the Local Authority to a point within the school building using the Local Authority's computerised mapping system.

### **Tie-breaks**

Where there are more applications than there are places remaining within a particular category, the direct line distance from home to school will be used as a tie-break. When the furthest distance to qualify for a place relates to a household containing two or more children for whom application are made (e.g. twins, triplets etc.), the remaining child will also be offered a place above the PAN if necessary. This would also apply to a brother or sister born in the same academic year.

Where two or more children live in a flat or other multi-home dwelling and it is not possible to determine which applicant lives closest to the preferred school as measured in a direct line from building to school; the available place(s) will be allocated by drawing lots. Any offer of a place determined by random allocation will be overseen by a member of staff from the Legal Division of Bristol City Council.

### **Education, Health and Care Plan**

Children with Education Health and Care Plan (EHCP) follow the transfer arrangements set out in the SEND Code of Practice and associated regulations and are not subject to general admissions arrangements.

### **Exceptions to Arrangements Set Above**

Applications to Elmlea Junior School, Henleaze Junior, Summerhill Academy and Wicklea Academy follow different admission criteria. Please refer to the guide for parents and carers for details.

### **Transfer to a Primary school**

Should you wish your child to attend a Primary School in Bristol from Year 3, please use Bristol's In Year application process. Applications should be made in mid May 2020. Applications for schools outside Bristol should be made direct to the relevant admission authority. Please contact the Local Authority where the school is based for guidance.

## **Related links**

<https://www.bristol.gov.uk/schools-learning-early-years/school-admissions>