

Admission Policy for Banister Primary School for 2025/26

The school will admit 60 children to Reception Year in September 2025. 60 is the school's Published Admissions Number (PAN).

Applications

For an application to be **on-time**, it must be made by 23:59 on 15 January 2025.

If a school has fewer applications than its PAN, all children will be offered a place.

If the school has more on-time applications than its PAN, is it 'oversubscribed', and places will be offering according to our oversubscription criteria.

Children with Education, Health and Care Plans (**EHCPs**) that name a school must be admitted to that school, even if it is full. Children with EHCPs will still count towards its PAN.

Applications received after 15 January 2025 will be **late applications**. They will be dealt with after all on-time applicants have been offered places. You may not get a place at your preference school if you apply late and the school has already been filled by on-time applications.

Oversubscription Criteria

1. Looked After/Previously Looked After Children
2. Children who have a sibling on roll at the school, who will continue to attend that school the following year
3. Children who live closest to the school

If a school is oversubscribed in any category, distance will be used to prioritise those applications. Should two or more identical distances exist for the last vacancy, lots will be drawn by a senior manager at Southampton City Council.

Distances are measured based on the shortest, safest, walking distance using public footpaths. They measure from the home address to the mid-point of the nearest pedestrian gate of the school that would be open during school hours, using a computerised mapping system with data supplied by the Ordnance Survey.

Looked After/Previously Looked After Children: Looked After Children are those who are in the care of a Local Authority. A Previously Looked After Child is one who was in the care of a Local Authority until they were adopted or became subject to a Child Arrangements or Special Guardianship Order. This also applies to children who were in state care outside of England before being adopted.

Sibling: A brother or sister living in the same family unit for most of the school week. This includes half, step, foster or adopted brothers and sisters, but not cousins.

Waiting Lists

If a place cannot be offered to an applicant at a preference school, they will be added to that school's waiting list.

Waiting lists are kept in the order of the school's oversubscription categories, and not how long a child has been on the list. Each new application will cause the list to be re-ranked, and children could move down as well as up the list.

Places will be offered from the waiting list if a vacancy arises at the school.

Waiting lists will be held until 31 July 2026. Any parent wishing to remain on the lists after this date will need to make a new in-year application to the school.

Entry into Year R

The offers made for Reception classes are full-time places for the start of term in September 2025.

If you feel your child is not ready to start school the September after they turn 4, you can ask to:

- Have part-time admission from September following their 4th birthday.
- Defer their child's entry until later in the school year. They must be attending by the term after their 5th birthday, or the final term, whichever is first.

These options should be discussed with the Headteacher of the school, who does not have to agree.

Parents of children born between 1 April and 31 August ('summer born'), may choose to send their child to school the September after they turn 5. They can either:

- Apply in-year for a place for their child to start Year 1.
- Request for their child to be admitted outside of their normal age group into Reception.

Requests for a child to be educated outside of their normal age group can be made online via the Southampton City Council website. The request must be considered by the admissions authority for the school. Other admission authorities do not have to honour this decision.

Requests for education outside of the normal age group must be made at each transition, and there is no guarantee that any agreement will continue through the child's whole school life.