



# Castle View Primary School Admissions Arrangements

2027 - 28

## **How to apply for a place at Castle View Primary School**

Parents / carers considering application to Castle View Primary School are most welcome to visit the school by appointment.

### **Admission arrangements for 2026/2027**

Castle View Primary School is part of Tapestry Learning Partnership and as such they are the Admissions Authority for the school. Derbyshire County Council administer the admissions on behalf of the Trust.

To find full details of the admissions process and how to apply for a place for your child at Castle View Primary School please contact Derbyshire Admissions:

<https://www.derbyshire.gov.uk/education/schools/school-places/primaryadmissions/primary-infant-and-junior-school-admissions.aspx>

### **Pupil Admission Number (PAN)**

Castle View Primary School is able to admit 40 children per year.

### **The School's normal area**

Derbyshire County Council hold information on a school's normal area. Please use the link to check whether your postal address is within the school's normal area.

<https://www.derbyshire.gov.uk/education/schools/school-places/normal-area-schoolsearch/find-your-normal-area-school.aspx>

### **Admission Criteria**

Individual pupils who have a statement of special educational needs or an education, health and care plan (EHC) which names Castle View Primary will be admitted, if the school can offer the appropriate resources to meet the child's needs fully.

If the total number of preferences for admission to the Academy exceeds the Published Admission Number (PAN) and the school is oversubscribed, after the admission of pupils with a Statement of Special Educational Needs where the school is named in the statement/ Education Health and Care Plan (EHCP), priority for admission will be given to those who meet the criteria set out below, in order:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption residence or special guardianship order. A looked after child is a child who is:
  - a) In the care of local authority or

- b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).
- 2. Children living in the normal area served by the school at the time of application and admission who have brothers or sisters, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters, attending the school at the time of application and admission.
- 3. Children living in the normal area served by the school at the time of application and admission.
- 4. Children not living in the normal area served by the school but who have brothers or sisters attending the school at the time of application and admission.
- 5. Other children whose parents have requested a place.

Please note Proof of residency will be required. Where a child lives with one parent and partly with another member of the family, the home address will be considered to be the residence where the child spends at least three nights of the school week each week.

Within each category, children living nearest to the school would be given priority using the same method of measurement as used locally by the Local Authority. The county council has a Geographic Information System (GIS) to measure a straight line distance between the home address and school. This measurement is taken from the postal address file, normally the house front door. For schools, the grid reference is again taken from the postal address file and will be the centre of the school.

It is expected that parents will agree on school places before an application is made, and it may be necessary to request evidence from you to confirm that this is the case. The School is not in a position to intervene in disputes between parents over school applications and will request that these are resolved privately. If a child's home address changes during the admissions process it is the responsibility of the parent/carer to inform the School immediately.

If a place is offered on the basis of an address that is subsequently found to be different from the child's normal and permanent home address at the time of allocation of places, then that place is likely to be withdrawn.

### **Waiting List**

Children who are not offered a place will have their names entered on a waiting list in order of priority ranked by the admission criteria. The waiting list will be maintained until the 31st January of the following year. If a place becomes available, it will be offered to the first pupil on the waiting list.