



# Jennett's Park CE Primary School Draft Admissions Policy 2026-27

For admission from  
**September 2026**

<b>Date of last full consultation</b>	
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### **Empowering our children to flourish and achieve under God's love and Live life in all its fullness, John 10:10.**

Jennett's Park CE Primary School is openly inclusive Christian school, welcoming all children from the whole community to a caring and happy environment where they can achieve to the very best of their abilities. At Jennett's Park CE Primary School we believe that all children are unique and we encourage them to develop their strengths and creativity as individuals. We emphasise the development of the whole-learner physically, intellectually, emotionally and ethically.

We promise as a staff and community to try to serve the common good with our work as part of the Church of England and endeavour to enable our children to live life in all its fullness (John 10:10)

<b>Educating for Wisdom, Knowledge and Skills</b>	To help grow resourceful, resilient and reflective children who are equipped with the skills, knowledge and tenacity empower themselves, their learning throughout their lives.
<b>Educating for Hope and Aspiration</b>	To inspire and enrich lives beyond current opportunities and experiences in order to open minds to the potential their future holds
<b>Educating for Community and Living Well Together</b>	To be a multi-cultural, inclusive community of individuals loved by God who feel valued and involved where we create qualities of character to enable people to flourish.
<b>Educating for Dignity and Respect</b>	That children might know how much that they are loved and valued by so that they might show dignity and respect for themselves and others by carefully and safely thinking through their actions.

### Admission Overview

For the purpose of this policy, the Bonitas Multi-Academy Trust is the admissions authority. As an Academy of the Trust, the Governing Body has been delegated responsibility for deciding on admissions to Jennett's Park CE Primary School. The school works closely with Bracknell Forest Council (the Local Authority) to co-ordinate admissions to all maintained schools in Bracknell Forest. The Governors have made every effort to ensure that these arrangements comply with the School Admissions Code 2021 and all relevant legislation, including that on infant class sizes and equal opportunities, as well as participation in Bracknell Forest Council's Fair Access Protocol. In determining this policy, due consideration was given to the comments received during Consultation and advice taken from both the Local Authority and the Diocese of Oxford.

Jennett's Park CE Primary School is proud of its distinctive Christian ethos which is built around our 'Rainbow Promise' and is at the centre of school life. We provide an inclusive, supportive and caring environment, shaped by Christian values in which children can learn and flourish. We welcome applications from all members of our local community without reference to ability or aptitude, and irrespective of whether they are of the Christian faith, another faith or no faith, but we expect parents/carers to respect and support the Christian ethos of our school.

Jennett's Park CE Primary School participates in the local authority's Co-ordinated Scheme for admissions and details of this can be found in Bracknell Forest Council's booklet "Guide to Primary Education in Bracknell Forest". The booklet explains the timetable for applications, how parents/carers can express a preference for a school and give reasons for that preference, and how they will be informed of the result of their application. It also gives details of how applications received after the deadline and waiting lists will be handled. All applications must be on the Common Application Form of the local authority to which council tax is paid (the home Local Authority (LA)).

### **Admission arrangements to the Reception Year in September 2026**

Pupils are normally admitted at the beginning of the school year (1 September – 31 August) in which they reach their fifth birthday. Parents/carers whose children were born between 1 September 2021 and 31 August 2022 may apply for them to be admitted to the Reception Year in September 2026. There are 60 places (the published admission number (PAN)) available.

Parents/carers of a child whose fifth birthday falls between 1 September 2026 and 31 March 2027 may defer entry until their child reaches compulsory school age (the term beginning in January or April after their fifth birthday). The school will hold the deferred place for the child (provided it is taken up during the school year 2026-27), although, in the majority of cases, we find that children benefit from starting at the beginning of the school year, rather than part way through it.

For children whose fifth birthday falls between 1 April 2027 and 31 August 2027 (summer born children) who do not reach compulsory school age until September 2027, parents/carers who do not wish them to start school in school year 2026-27 but to be admitted to the Reception Year in September 2027 should proceed as follows: They should apply at the usual time for a place in September 2026 together with a written request that the child is admitted outside their normal age group to the Reception year in September 2027. Please note, parents/carers would need to provide supporting reasons for seeking a place outside the normal age group and should discuss the position with the head teacher as early as possible.

The school will consider the request carefully and, if it is agreed, this should be clear before the national offer day (17 April 2026), and their application for the normal age group may be withdrawn before any place is offered. They should then **reapply** in the normal way (no later than 15 January 2027) for a Reception place in September 2027. If their request is refused, the parents/carers must decide whether to wait for any other offer of a place in September 2026 (NB it will still be subject to the over-subscription criteria below) or to withdraw their application and apply in the second half of the of the summer term 2027 for a Year 1 place in September 2027. Parents/carers should be aware that the Year 1 group may have no vacancies and it could be full with children transferring from the 2026-27 Reception Year group. Please note, agreement by the school in 2026 to defer does not guarantee a place in September 2027 – the normal over-subscription criteria apply.

Until the child reaches compulsory school age, they may attend part-time. If parents/carers wish to exercise this right, they should discuss detailed arrangements with the head teacher.

**Parents/carers (see Note 1) wishing to apply for the Reception Year in September 2026 must complete the common application form provided by their home local authority (the home LA). The home LA is the LA in whose area the parents/carers live at the time of the application. The form must be returned to that LA no later than 15 January 2026. Applications received after this date will normally only be considered after all those received on or before the cut-off date. Offers and refusals of places will be sent by the home LA on 17 April 2026.**

### **Over-subscription criteria**

Children with an Education, Health and Care (EHC) plan naming Jennett's Park CE Primary School will always be offered places. If there are fewer applications than places available, all children will be offered places. If there is greater demand for admission than there are places available, the following criteria will be applied in the order set out below:

- A. Looked-after children and children who were previously looked after, including those children who appear to have been in state care outside England, but ceased to be so as a result of being adopted. (See Note 2)
- B. Families who have exceptional medical or social needs that make it essential that their child attends Jennett's Park CE Primary School rather than any other. These needs must be fully supported by written evidence from the appropriate professional person involved with the family. (See Note 3)
- C. Children of members of staff working at Jennett's Park CE Primary School. Members of staff are those teaching or non-teaching staff who: a) have been employed on a permanent contract of employment for a minimum of 15 hours per week for at least two consecutive years at the time the application is made, or b) were recruited to fill a vacancy for which there is a demonstrable skills shortage or significant difficulty in filling the post through the usual recruitment methods.
- D. Children with a normal home address (See Note 4) in the catchment area (see Bracknell Forest website <https://www.bracknell-forest.gov.uk/schools-and-learning/schools/school-admissions/designated-area-maps>) and with a sibling (see Note 5) on the roll of the school at the time of application or whose parent/carer has accepted an offer of a place at the school and who is expected still to be in attendance at the time of entry to the school.
- E. Children with a normal home address (See Note 4) in the catchment area (see Bracknell Forest website <https://www.bracknell-forest.gov.uk/schools-and-learning/schools/school-admissions/designated-area-maps>).
- F. Children with a normal home address outside the catchment area and with a sibling on the roll of the school at the time of application or whose parent / carer has accepted an offer of a place at the school and who is expected still to be in attendance at the time of entry to the school.
- G. Other children.

Proximity of the child's home, as measured by the radial distance (see Note 6) between the home and the school with those living nearer being accorded the higher priority, will serve to differentiate between children in criteria A to G should the need arise. In the event that two distance measurements are identical, the school will use random allocation to decide which child should be offered the place. The process will be conducted in the presence of a person independent of the school.

### **All Other Admissions**

Admission to the school during the school year depends on whether or not there are places available. Bracknell Forest Local Authority administer all “in year” applications. Parents / carers should contact Bracknell Forest LA Admissions Teams, who will advise you about how to make an application.

If parents/carers are moving house, the school will ask for evidence of the move when considering any application for a place. Documentary evidence in the form of a solicitor’s letter to confirm exchange of contracts, or a rental agreement for at least a period of six months will be required (Armed Forces personnel and crown servants are exempt). If you are returning from elsewhere to live in a home that you own, we will require evidence to show that you have returned. We may also ask for evidence that any previous house owned has been sold or is being sold. We would not accept an address where the one given is that of a second home with the main home being elsewhere. If there are two or more homes, we will check which is the main home, and may refuse to base an allocation of a place on an address which might be considered only temporary. Nor would we accept an address where the child was resident other than with a parent/carer unless this was part of a fostering or formal care arrangement. We would not normally accept an address where only part of a family had moved, unless connected with a divorce or permanent separation arrangement, in which case we may require proof.

### **Admission outside normal age group**

Requests from parents/carers for places outside a normal age group will be considered carefully, e.g. for those who have missed education due to ill health. Each case will be considered on its own merits and circumstances. However, such admissions will not normally be agreed without a consensus that to do so would be in the pupil’s interests. It is recommended that parents/carers discuss their wishes with the head teacher in advance of applying for a place. The governors may ask relevant professionals for their opinion on the case. It should be noted that if a place in the requested age group is refused, but one in the normal age group is offered, then there is no right of appeal.

### **Waiting Lists**

The school maintains waiting lists for those children who are not offered a place. The order of priority on the waiting list is re-ordered as per the over-subscription criteria as children are added or removed, and does not depend on the date on which an application is received. No account is taken of length of time on a waiting list. The school seeks annual confirmation that parents/carers wish a child to be kept on the waiting list.

### **Multiple births**

In cases where there is one place available, and the next child on the list is a twin, triplet, etc., we would admit both twins (and all the children in the case of other multiple births) even if this meant exceeding the agreed admission number of 60 for Reception 2026-27 or the number of places in other year groups.

### **Fair Access**

The school participates in Bracknell Forest Local Authority’s Fair Access Protocol. Children qualifying under the Fair Access Protocol may be offered a place even if there are no places available in the relevant year group and also take priority for admission over any child on the waiting list.

### Appeals

There are established arrangements for appeals against non-admission. Details are available from the school (see further information and contact details section below), including the date by which an appeal should be submitted. It should be noted that, in the event of an unsuccessful appeal against non-admission to the school, the school does not consider any further application in the same school year (1 September – 31 August), unless there has been a material change in circumstances, for example a change of address which results in a move from outside the catchment area to inside it.

Parents/carers who wish their children to attend the school are most welcome to visit. Arrangements can be made through the Admissions Secretary at the school, please see contact details below.

### Admissions in September 2025 (Information to be added once known)

The school received \_\_\_\_ applications expressing a preference for admission to the Reception Year in 2025 by the closing date in January 2025. These were ranked as follows as per the Admissions Policy for 2025/26:

- Children with EHC plans naming the school
- Criterion A (Looked after children and children previously looked after)
- Criterion B (Families who have exceptional medical or social needs)
- Criterion C (Living in the designated area who have a statutory school aged sibling at the school, who will be expected to still be attending)
- Criterion D (Children of members of staff)
- Criterion E (Children who live in the designated area)
- Criterion F (Children who have a statutory school aged sibling at the school who will be expected to still be attending)
- Criterion G (Other children)

\_\_\_\_ places were offered, with the cut-off coming under criterion \_\_\_\_ at a distance of \_\_\_\_ miles.

### Further information & contact details

We warmly welcome visits from prospective parents/carers. Open Days will be organised during the Autumn Term 2024 where prospective parents/carers may visit the school, details of these dates will be posted on our website. To arrange a visit or for further details, please contact:

The Admissions Secretary Jennett's Park CE Primary School

3 Tawny Owl Square Bracknell

Berkshire RG12 8EB

Telephone: 01344 301269

Email: [admissions@jennetts.bonitas.org.uk](mailto:admissions@jennetts.bonitas.org.uk)

Website: [www.jennetts.bonitas.org.uk](http://www.jennetts.bonitas.org.uk)

Admissions Page: [www.jennetts.bonitas.org.uk/school-office/admissions](http://www.jennetts.bonitas.org.uk/school-office/admissions)

### Notes

#### Note 1

“Parent” is defined in law (The Education Act 1996) as either:

- a) any person who has ‘parental responsibility’ (defined in the Children Act 1989) for the child or young person; or
- b) any person who has care of the child or young person.

If you are in any doubt, please contact the school for advice.

#### Note 2

By a “looked-after child” we mean one in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. Previously looked after children are children who have been adopted, subject to child arrangement orders or special guardianship orders. Adopted children are those for whom an adoption order is made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A ‘child arrangements order’ is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14). A ‘special guardianship order’ is one appointing one or more individuals to be a child’s special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order). Evidence that a child from outside England was previously in state care will be required to come within this criterion. A child is regarded as having been in state care outside England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

#### Note 3

When applying under criterion B (exceptional medical or social needs), you must include supporting evidence from an independent professional person who is aware of the situation and supports your reasons for preferring Jennett’s Park CE Primary School. This supporting evidence must clearly demonstrate why the school is the most suitable and must illustrate the difficulties that would be caused if your child had to attend another school. The person supplying the evidence should be a doctor, health visitor, social worker, etc. who is aware of your child’s or your own case. The school reserves the right to ask for further evidence or clarification where necessary and may seek the advice of appropriate educational professionals where necessary.



### Note 4

By normal home address, we mean the child's home address. This must be where the parent or legal carer of the child lives with the child unless it is proved that the child is resident elsewhere with someone else who has legal care and control of the child. The address should be a residential property that is owned, leased or rented by the child's parent/s or person with legal care and control of the child.

To avoid doubt, where a child lives with parents/carers with shared responsibility, each for part of a week or month, the address where the child lives will be determined having regard to a joint declaration from the parents/carers stating the exact pattern of residence. If the residence is not split equally, then the relevant address used will be that at which we are satisfied that the child spends the majority of the school week. Where there is an equal split or there is any doubt about residence, we will make the judgment about which address to use for the purpose of determining whether or not to offer a place. We will take into account, for example, the following:

- any legal documentation confirming residence
- the pattern of the residence
- the period of time over which the current arrangement has been in place
- confirmation from any previous school of the contact details and home address supplied to it by the parents/carers
- where the child is registered with their GP
- any other evidence the parents/carers may supply to verify the position.

We may ask for evidence of the normal home address in the form of a recent bill. This could be, for example, the most recent Council Tax bill, utility bill no more than three months old, a current TV licence, buildings and contents insurance, mortgage statement or rent book which shows the address concerned. Parents/carers who are unable to provide this evidence should contact the school to discuss what evidence might be acceptable. If it becomes clear or if there is any doubt that the parents/carers and child are not living at the address given on the application form, the school may seek further evidence. The school works closely with the Local Authority to ensure that places are not obtained at the school on the basis of false addresses, and, in cases of doubt, will take steps to verify the information provided. If a place at the school is offered, and it later becomes clear that the offer was made on fraudulent or misleading information (e.g. a false claim to living in the catchment area), and the school has denied a place to a child with a stronger claim, the school will withdraw the offer of a place. The offer can also be withdrawn even after the child has started at the school.

We regard a child's home address to be where they sleep for the majority of the school week (Monday to Friday). We may ask to see official documentation, such as a child benefit book or medical card if there are reasons why a child does not live at their parent's / carer's address. For example, if they are resident with a grandparent, this needs to be made clear on the application form. If such arrangements are not declared or a relative's address is used on the application, we may consider that a false declaration has been made, and withdraw the offer of a place. Childcare arrangements are **not** sufficient reason for listing another address.

If parents/carers move house after the application has been made, but before any offer of a place has been made, the home Local Authority must be informed.

If parents/carers are moving, we will ask for evidence of the move, when considering any application for a place under the co-ordinated scheme.

We would not accept an address where the one given is that of a second home with the main home being elsewhere. If there are two or more homes, we will check which is the main home, and may refuse to base an allocation of a place on an address which might be considered only temporary. Nor would we accept an address where the child was resident other than with a parent / carer unless this was part of a fostering or formal care arrangement. We would not normally accept an address where only part of a family had moved, unless connected with a divorce or permanent separation arrangement, in which case we would require proof.

There are special arrangements for families of service personnel with a confirmed posting or crown servants returning from overseas. If the application is accompanied by an official letter that declares the relocation date, and if there is a place available, it will be offered even though there is not an intended address or the family is not yet living in the area.

### Note 5

By sibling we mean a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent's/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling. It is helpful if parents/carers make it clear on the application form where the sibling has a different family name. Where there is more than one sibling at the school, only the youngest should be listed on the application form.

### Note 6

The radial distance used to determine proximity of the home to the school will be calculated by Bracknell Forest's Geographical Information System. Distances are measured using direct distance calculations within a computer system. The measurement of each distance has been calculated using Pythagoras' Theorem. The way in which this is done is to calculate the distance in metres between the Easting and Northing co-ordinates for each location. The measurement in metres is then multiplied by 0.000621317 to convert this measurement to miles. The same method of calculation is used for each direct distance measured. This can be to three, four or five decimal places where necessary.