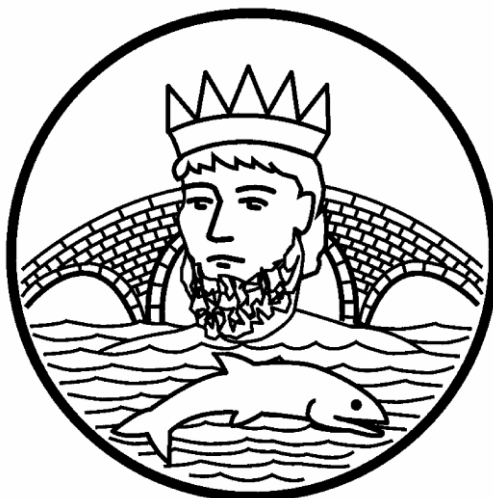


King Athelstan Primary School



Admission Arrangements (RBK)

King Athelstan Primary School - Inspiring Excellence

We believe in the relentless pursuit of excellence to achieve high standards.

We are driven to inspire our school community to be aspirational, ambitious and to "dream big."

We empower children with choices which prepare them for a life of opportunity.

We teach children that hard work delivers success; we encourage children to take risks and ask brilliant questions in order to inspire a love and passion for learning.

We teach children to think.

We put children's happiness and welfare at the heart of everything we do.

We value friendship, kindness and respect.

We celebrate the excellence in each individual.

We expect families to work with us to form a strong team around every child.

We teach children to be good citizens.

We are proud of our school: Come as you are and leave us great

Responsibility: Admissions Officer		Governors committee:
Status: Not statutory or website		Review Cycle:
Date reviewed: Oct 2025	Date agreed:	Next review: Oct 2026

Children living in the Royal Borough of Kingston and others from neighbouring boroughs are admitted to King Athelstan between the ages of two and eleven. We follow the Admissions Procedures of the Achieving for Children, in partnership with the Royal Borough of Kingston admitting children into the main school during the year of their 5th birthday and into the Nursery the term after their 3rd birthday. Families are advised to apply Online via www.eadmissions.org.uk.

*For full information on the Borough Admissions procedure please see the **Admission to Kingston's Primary Schools** [here](#)*

The following Royal Borough of Kingston criteria are taken into account when making decisions about admissions: -

If there are more applications received for a community school than there are places, the following criteria will be used to work out which children can be offered places, in this order of priority (after taking account of any children for whom the school is named in a Statement of Special Educational Needs):

1. Looked after children and previously looked after children

The highest priority must be given to looked after children and previously looked after children, including those children who appear to the admissions authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.

- A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions in accordance with Section 22(1) of the Children Act 1989, at the time an application for a school is made.
- A 'previously looked after child' is a child who was previously in state care, but ceased to be because they were adopted (Section 46 Adoption and Children Act 2002), or became subject to a child arrangements order (Section 12 of the Children and Families Act 2014), or a special guardianship (by Section 14A of the Children Act 1989), immediately before having been looked after. It also includes children who appear to the admission authority to have been in state care (defined as in the care of or accommodated by a public authority, religious organisation or any other provider of care whose sole or main purpose is to benefit society) outside of England and ceased to be in state care as a result of being adopted.

2. Brother or sister attending the school (sibling link)

- Brother or sister attending the school (sibling link)
- Children are defined as siblings if:
 - they are a full, half, step, adopted, foster brother or sister and

- they live at the same address as the child named on the application and
- they currently attend the preferred primary school and
- they will still be on roll at the time your child will be admitted in September 2025
- It is your responsibility to make sure the sibling's details are included on the application otherwise priority will not be considered.

3. Exceptional family, social or medical need

All Kingston primary schools have experience of dealing with children with different social and medical needs. It is expected that no more than a small number of applications will be given this criterion in a year, if any at all. The threshold of acceptance is exceptionally high. Such difficulties must be so exceptional as to be very uncommon in the general population. Requests for priority under this criterion are considered by the admissions authority of the school for which you are applying. It is your responsibility to read the school's admission policy to confirm the requirements to apply for priority under this criterion. You must submit supporting documentary evidence with your application, and we will forward it to the school as necessary. This evidence must confirm the circumstances of the case and must set out why the child can only attend a particular school and why no other school could meet the child's needs. Information about applying under this criterion is available in the 'Admissions into Kingston's Primary Schools' brochure available on [the Kingston Council website](#).

4. Children of staff

Children are defined as full, step, half, and adopted siblings living in the same household. Staff should be directly employed by the school for two years or more before the admission application and at the point of admission or recruited to fill a vacant post for which there is a demonstrable skill shortage. Some schools further qualify how staff will meet this criterion. We will confirm your status with the school concerned.

5. Distance from home to school

The popularity of Kingston borough schools and the increased number of applications has given a greater focus on home to school distance as an oversubscription criteria. If your application is likely to be considered under the distance criterion, try to consider whether you live close enough to the school for your child to qualify for a place. In order to be fair to all applicants the council uses a standard method of measuring home to school distance. Distance is measured in a straight line in metres using the School Admissions' computerised geographical information system (GIS) and data supplied by Ordnance Survey. The starting point of the measurement is a grid reference point within the property that is supplied by Ordnance Survey (the seed point). The end point is measured to the nearest named school gate set out in the admission arrangements.

The allocation of places is shown on the RBK Website. This [link](#) is also on our school website under Admissions.

Tie breaker

If there are more applicants within each criterion, distance from home to school will be used as a tie-breaker and will be measured using the School Admissions' computerised geographical information system. For applicants who live the same distance from the school, random selection by the drawing of lots is used as a final tie-breaker. If a parent applies for entry into the same year group for more than one child, and there is only one place available, random selection by the drawing of lots is used to decide which child should have the place. The names of the remaining brothers or sisters will be added to the waiting list in accordance with criterion (2).

Waiting lists Kingston schools

Your child's name will automatically be placed on the waiting list, in criteria order, of any school that is a higher preference than the school they have been offered. The list must be re-ranked each time a new child is offered. We are not allowed to give priority to any child based on the date they applied or when they joined the list. As a result, waiting list positions are subject to change. Your child can move down as well as up the list.

The same criteria are used for admissions into Nursery. The school tries to accommodate morning or afternoon preference and will prioritise these based on the specific needs of the individual or family. Choice of morning or afternoon cannot be guaranteed.

The school does not operate a phased start to school and therefore, providing the child is "ready," they will begin Reception Class full time by the end of September.

Please refer to the EYFS policy for starting school arrangements. This is available via the school office.

In-year transfers

If your child is already in school and you're considering transferring him or her to another school, it could be difficult. Places will have already been allocated and availability will be limited. A child's education usually benefits most when they have continuity of teaching and learning in the same school. We need your child's Headteacher to know your reasons for wanting to transfer your child and have the opportunity to discuss the transfer with you.

*For full information on Admissions to a Kingston School as an in-year transfer please see the **Admission to a Kingston borough school as an in-year transfer brochure** [here](#):*

If you would like your child to transfer to another school, you should:

- discuss it with the Headteacher of your child's current school

- complete the in-year application form

It is school policy to show parents and carers around the school prior to admission and to gather information from previous settings prior to giving a start date. Parents and carers must supply the school with details relating to any particular special or behavioural needs prior to admission into the school. A start date is usually given within a week of the tour around the school for mid-year admission, however the school reserves the right to delay this if further information is required about the child's particular needs.

REVIEW OF POLICY

Signed on behalf of the Governors:

Date: _____