

# **September 2022 first round allocation statement for Cathedral Primary School**

As Cathedral Primary School is oversubscribed, the admissions criteria published on the School and Local Authority website have been applied to allocate the places that are available at the school.

## **Number of applications received**

235 on-time applications (99 first preferences, 74 second preferences and 62 third preferences) have been received for Cathedral Primary School which has a published admission number of 60.

1 place was required for a child with the school named in their Education, Health and Care Plan. This left 59 places to allocate using the published criteria.

## **How the initial allocation of places was made**

The 59 places have been offered to the following children:

1. Those children who are defined as looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order. (1 place)
2. Those children with a sibling on roll at Cathedral Primary School. (26 places)
3. Those children who are a son/daughter of a member of staff at Cathedral Primary School. (None)
4. Those children who live within the Bristol local authority postcode areas BS1 to BS16 and have been randomly allocated. (32 places)
5. Those children who live outside the Bristol local authority postcode areas BS1 to BS16. (None)

# **Cathedral Primary School appeals guidance**

Cathedral Primary School (CPS) is part of Cathedral Schools Trust (CST) who is the Admission Authority.

## **Infant Class Size**

By law, the number of children in Reception, Year 1 and Year 2 classes is limited to 30 children where there is 1 teacher in the class. This is because of laws passed which Local Authorities, schools and academies must follow. If this limit is broken the Local Authority, school, or academy are acting unlawfully.

The Admission Authority can refuse to give a child a place if it will result in steps having to be taken to restore the 30 children to 1 teacher ratio. For example, employing a second teacher or building an extra classroom to create an additional teaching group. Where these measures would cause prejudice to efficient education or the efficient use of resources, the admission authority can refuse to allocate any more places at the school (Infant Class Size Prejudice).

In very limited circumstances an independent appeals panel can allow an appeal and offer a child a place above the 30 children limit, for example;

- there are not 30 children in the class.
- the decision to refuse admission on the ground of the infant class size limit was not one which a reasonable admission authority would have made in the circumstances of the case; or
- the admission arrangements did not comply with admissions law, or were not correctly and impartially applied and your child would have been offered a place if the arrangements had complied or had been correctly and impartially applied.

Infant Class size appeals are rarely successful. Parents/Carers often find it frustrating when they realise how very limited the powers of the appeal panel are. This is being drawn to your attention now, so that you can make a more informed decision about going ahead with the appeal. The purpose of this guidance is to clarify the law and explain the role of the Panel. It is not meant in any way to discourage you from appealing or attending the hearing which is your legal right.

If you choose to appeal you have the opportunity to appear in person and to speak at the hearing. You are free to talk about personal circumstances, but in this type of appeal the panel cannot take them into account unless they are relevant to the very limited circumstances outlined above.

You will be given not less than 14 calendar days' notice of the date, time and place of the hearing at which you can be present and speak. You can, if you wish, be accompanied by a friend who may speak for you and represent your views to the appeal panel. Parents for whom English is not the first language may wish to arrange for an interpreter to be present. You are encouraged to attend the appeal panel meeting. If you prefer not to attend the panel will consider the case based on your written submission(s). Alternatively, a friend or representative may present the appeal on your behalf.

Appeals are normally held at City Hall, College Green, Bristol. However, there are changes to the appeal process during the restrictions as a result of COVID and the Clerk to the Independent Appeal Panel will advise you of the options available for appeal hearings which are likely to be held remotely this year.

The sequence of events is likely to be

### **School's case:**

- Presentation of the school's case by the representative of the Admission Authority
- Questioning by the parent/carer(s) and the Appeal Panel
- Summing-up by the representative of the Admission Authority

### **Parent/carer's case:**

- Presentation of the case by the parent/carer
- Questioning by the Appeal Panel/representative of the Admission Authority
- Summing-up by the parent/carer

If more than one family is appealing for the same school on the same day all parents/carers are invited to the same School's case hearing. The parent/carer's case will be held in private and will be confidential. It should not be necessary for a child to attend, or for there to be witnesses, other than a friend or interpreter mentioned previously.

The appeal panel will ask all parties to withdraw while considering a decision. The decision of the appeal panel will be sent to you in writing by the Clerk to the School Appeals Panel. The decisions of appeal panels are binding upon the parent and the Admission Authority, but parents have statutory rights under other legislation should they wish the matter to be investigated further.

### **Key Points**

- Read the CPS Admission Arrangements 2022/23 so that you understand how places are allocated at CPS.

- Understand how infant class size legislation affects how an appeal panel will consider your appeal.
- Send in your Appeal Form by 4th June 2022.

## Further information

The Admissions Officer, Cathedral Schools Trust can be contacted via email [admissions@cathedralsprimaryschool.org](mailto:admissions@cathedralsprimaryschool.org)

The Clerk, Democratic Services via [school.appeals@bristol.gov.uk](mailto:school.appeals@bristol.gov.uk)

## Useful links

CPS Website: <https://www.cathedralprimaryschool.org/>

Department for Education (DfE): [Link to School Admissions Code](#)

Guidance on School Appeals: [Link to Updated Guidance: Coronavirus School Appeals](#)

Advisory Centre for Education provides online leaflets and guidance for parents:  
E-mail: [Link to ACE email address](#) Website: [Link to ACE website](#)

# Letter of appeal for Cathedral Primary School - Infant Class Size Prejudice

## Parent/Carer contact details: use block capital letters

Parent/Carer Name

Telephone number and email address

## Child's details

First name(s):

Surname/Family name:

Date of birth:

Address

## Grounds for appeal

It is important that you read the Appeal Guidance and you understand the effects of Infant Class Size legislation. Please provide your grounds of appeal in writing, providing evidence to support your case.

We can't set up an appeal hearing until your written grounds for appeal are received. If required, please continue on a separate sheet.

1. My child would have been offered a place if the admission arrangements had been properly implemented.

***Please provide written evidence to support the above statement***

2. My child would have been offered a place if the admission arrangements had not been contrary to mandatory provisions in the School Admissions Code and the School Standards and Framework Act 1998.

***Please provide written evidence to support the above statement.***

3. The decision was not one which a reasonable Admission Authority would make in the circumstances of the case.

***Please provide written evidence to support the above statement and refer to the definition of 'reasonable' in Guidance Notes provided.***

Signed (Parent/Carer):

Date:

Return to [admissions@cathedralprimaryschool.org](mailto:admissions@cathedralprimaryschool.org) by 4th June 2022. If you have no alternative please post to School Admissions, Cathedral Schools Trust, College Square, Bristol, BS1 5TS