

2026/27 ACADEMIC YEAR PRIMARY ADMISSIONS CRITERIA

How to make an application for a place

Four Acres Academy is part of an Academy and as such the Governing Body is the admissions authority. However, the Academy uses the admissions service of Bristol City Council to help in the administration of the admissions process, including allocations, and rankings. All applications for admissions must be submitted to your home Local Authority (LA) by the published closing date.

Published Admissions Number

The Academy has a Published Admission Number of 60 which means that it will admit 60 children into Reception Class. This includes children with Education, Health and Care Plans (EHCP) where the Academy is the identified education provider. If 60 or fewer applications (including those in receipt of an Education, Health and Care Plan) are received, all those applying will be offered places. If the Academy receives more than 60 applications, i.e., the Academy is over-subscribed, the following procedure is followed:

How places are allocated

The following criteria will be applied in the order in which they appear below should the number of applicants exceed the number of places available, having first deducted from the published admission number those children with an Educational Health Care Plan (EHCP) which has Four Acres Academy as their named school. These criteria have been agreed between Members of the Academy Governance Committee, Wellsway Multi-Academy Trust and the Local Authority.

PRIORITY A

Children in Care or children who were previously in Care but immediately after being in Care became subject to an adoption, child arrangement order, or special guardianship order.

Children in care (LAC) are children who are in the care of a local authority or provided with accommodation by that authority in accordance with section 22 of the Children Act 1989.

PRIORITY B

Siblings

Where there are siblings in attendance at Four Acres Academy and who will still be on roll in the year of entry. Sibling refers to brother or sister, half brother or sister, step brother or sister or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling.

PRIORITY C

Geography

Children living closest to the school as measured in a direct line from the **home address** to the school.

Definitions

Home Address

'A child's permanent home address, where he or she resides with a person with parental responsibility, or with a parent (as defined in Section 576 of the Education Act 1996). It is the address where the child spends the majority of their time. Documentary evidence may be required to confirm a child's home address. If a child regularly lives at more than one address the admission authority will have to reach a conclusion about which address should be counted as the main address when allocating school places. This will normally be the address where the Child Benefit is paid and where the child is registered with a doctor.' (Bristol City Council Guidance).

For Reception Admissions Home to school distances will be measured in a direct line from a point on the home address as

held by the Local Authority to a point within the main school building using the Local Authority's computerised mapping system.

For Nursery and In Year Admissions Home to school distances will be measured in a direct line from a point on the home address as held by the Local Authority to a point within the main school building using the following website: <https://www.freemaptools.com/distance-between-uk-postcodes.htm> or a similar mapping website.

Tie-breaks

Where there are more applications than there are places remaining within a particular category, siblings will be given priority. After this, direct line distance from home to school will be used as a tie-break. Where two or more children live in a flat or other multi-home dwelling and it is not possible to determine which applicant lives closest to the preferred school as measured in a direct line from the building to the school; the available place(s) will be allocated by drawing lots. Any offer of a place determined by random allocation will be overseen by an individual who is independent of the Academy.

Education, Health and Care Plan

Children with an Education, Health and Care Plan follow the transfer arrangements set out in the SEND Code of Practice and associated regulations and are not subject to the general admission arrangements. Other children without an Education, Health and Care Plan will be subject to the general admission arrangements.

Please note that applications for Four Acres Academy should be made through the family's home local authority by the national closing date.

In Year Admissions (i.e., all applications for existing year groups)

All applications must be made directly to the Academy. An application is made by completing an application form which must be forwarded to the Academy. If no form is submitted the Academy will not be able to process the application. Please see the 'In Year Application Form' on the Academy website.

All applications will be considered by the Academy Governance Committee and places will be offered if this will not prejudice efficient education of others at the Academy or the efficient use of resources.

Where there are more applicants at any one time than there are places available, priority will be determined by applying the Oversubscription Criteria as set out above.

Admission Appeals

If the Academy Governance Committee does not offer a child a place at this school, this will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase too much. Parents whose application is turned down by the Governing Body have the legal right to appeal to an Independent Appeals Panel (IAP). Details of how to appeal will be explained in the decision letter. The IAP's decision is binding for all parties concerned.

Monitoring and Review

The Governing Body will monitor this admissions policy and it will be reviewed at least every two years or sooner if required.

March 2025