

Caldecote Community Primary School



Admissions Policy

Care, Challenge, Persevere, Succeed - we are Caldecote!

Completed August 2025 by KB

Review (Term and year) Annually

Admissions Policy

Nursery Admissions – Full Time

There is one intake at the start of the academic year. We admit children who are 4 between the dates 1st September and 31st August. Places are allocated on a first come first served basis. There are 39 places available. Applications can be made at the school office.

Admission to Caldecote Community Primary School Year (Reception – Year 6)

Caldecote Community Primary School admits pupils in accordance with Leicester City Council Children and Young People's Services Admissions Policy.

Only Leicester City Council Children and Young People's Services can confirm places to pupils whether the child lives in the priority area for the school or otherwise and regardless of whether the child has attended Nursery at the school. Places will be allocated up to the Planned Admission Number, which in the case of Caldecote Community Primary School is 90 (Reception to Year 6). In KS2 there is the option to increase the PAN to 93 if the applicants meet the Local Authorities overfill criteria.

Criterion

Criterion 1: Children in the care of a local authority within England or who were previously in the care of a local authority within and outside of England (see note 1).

Criterion 2: Children who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school requested (see note 2).

Criterion 3: Children whose home address is in the catchment area of the infant or primary school with a sibling at the school who will still be on roll when the applicant starts school (see note 3).

Criterion 4: Children whose home address is outside the catchment area of the infant or primary school with a sibling at the school, who will still be on roll when the applicant starts school (see note 3).

Criterion 5: Children whose home address is in the catchment area of the infant or primary school (see note 4).

Criterion 6: Children who are sons / daughters of staff working at the school for at least 2 years at the time of application (see note 5).

Criterion 7: Children whose home address is outside the catchment area of the school and who have requested a place.

Tiebreaker: Within each criterion priority will be given to children living closest to the school, as measured on a straight-line basis using a geographical information system measuring from the geo-code reference point from the child's home address to the geo-code reference point for the school.

In the event that two applicants within a category live exactly the same distance from the school and only one place remains, the place will be offered to one applicant on the basis of lots drawn by an officer of the local authority not involved in the administration of school admissions.

In the case of multiple births, if the final place available at a school is offered to a twin or triplet and the remaining sibling(s) would ordinarily be refused, places will be offered to the remaining sibling(s) at the same school.

Criterion notes

Note 1: A "looked after" child is a child who is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England, in the exercise of their social services function at the time of making an application to the school. A "previously looked after" child is a child who was looked after, either in England or outside* of England, but ceased to be because they were adopted or became subject to a residence order or special guardianship order. A child is regarded as having been in state care outside of 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 2: All schools in Leicester have experience in dealing with children with diverse social and medical needs. However, there may be exceptional cases where there are compelling reasons why it is essential they attend the school requested. A separate application to be considered under this category will need to be made. Please refer to the full guidance shown in the Leicester City coordinated scheme.

Note 3: Sibling means a brother or sister, half brother or sister, adopted brother or sister or child of the parent/carer's partner. In every case, the child must be living in the same family unit at the same address. Siblings must be on roll at the point of entry.

In the case of twins, triplet or other children of multiple births, if the final place is offered to one child, and the remaining sibling(s) would ordinarily be refused, places will be offered to the remaining sibling(s).

Note 4: Home address" means the child's permanent home address at the time of application. In the case of split households, it is the address of the

person who receives the Child Benefit. 'At the time of application' means the closing date for applications. Informal accommodation arrangements with family and friends are not accepted unless there are very special circumstances and supporting proof is required. An address used for childcare arrangements cannot be used as the home address for the purpose of applying for a school place.

Note 5: Admission authorities may give priority in their oversubscription criteria to children of staff in the following circumstances:

- Where the member of staff has been employed at the school for 2 or more years at the time at which the application for admission to the school is made; and/or
- The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage