



Lower Darwen Primary School

We are proud of our school.

Admissions Policy and Arrangements

Foundation Stage/Reception

Blackburn with Darwen Local Authority manages primary admissions and the process is done on-line. Further information about the application process can be found by clicking on the link below:

<https://www.blackburn.gov.uk/index.php/schools-and-education/school-admissions>

Formal offers of places are sent out in accordance with the LA's policy and national timetable in April. The school has places for 60 children in Reception.

The current admission number is 420 pupils. The school also has a hearing impaired resourced provision which can accommodate an additional 20 hearing impaired or deaf pupils.

Admission Criteria

Admission policy for community and voluntary controlled infant and primary schools

Children with a statement for special educational needs and individual pupil resourcing agreements (IPRAs) for whom the preferred school is named in the statement will be admitted first. The remaining applicants (1st & 2nd preferences) will be considered equally against the Council's admission policy in the priority order given below:

- (a) Children in care (looked after children), then;
- (b) Children with older brothers and sisters of children (includes step children and foster children living with the same family at the same address) who will be attending the school when the younger child starts, then;
- (c) Children with proven exceptional medical, social or welfare needs which are directly relevant to the school concerned. Appropriate evidence from a doctor, social worker etc must be provided. Consideration may also be given where one or both parents/carers or the child has a disability that may make travel to a school further away more difficult, then;
- (d) The geographical criteria is:
Remaining places will be offered to children who live nearest to the preferred school. The distance will be measured in a straight line between the home front door and the main gate of the school using a computer.

NOTE: If category (a), (b) or (c) is oversubscribed, category (d) will be used as a 'tiebreaker'.

If after applying category (d), it is not possible to decide on the child/children to be offered admission, children whose surname and, if appropriate, first name appears to be first alphabetically will be offered admission.

Contact for September Admissions

The Admissions Team can be contacted by e.mail: admissions@blackburn.gov.uk or by telephone on **01254 666605**

Applications can be made by following this link:

<https://www.blackburn.gov.uk/index.php/schools-and-education/school-admissions>

Fraudulent Applications

If a school place is offered and this is then found to have been based upon fraudulent or inaccurate information then it may be withdrawn. This can apply even where a child has started at Lower Darwen Primary School.

Admissions to the rest of the school (In year admissions)

Please enquire at the Local Authority's Admissions Department. We cannot transfer children unless we have been contacted by the Admissions Team.

In year admissions are also administered by the local authority. The school currently provides place for 60 children within a year group. The local authority admissions phone number is: **01254 666605**

Admissions to High School

Children from Lower Darwen Primary School may express a preference for any of the local high schools. There are good links with all local secondary schools and liaison is promoted through visits by children, exchange of teaching staff, the use of facilities and teaching expertise.

In the Autumn term, the admission to high schools begins. This process is done on line and applications must be submitted on line to the local authority by the end of November.

<https://www.blackburn.gov.uk/index.php/schools-and-education/school-admissions>

Places are then allocated in the Spring term by the local authority and parents notified at the beginning of March. Full details of the admissions to secondary school process can be found by clicking link above.

Protocol for In-year admissions

Where parents or carers request an In-year transfer they should be informed that the transfer date is the beginning of the next school term and that pupil should continue to access his/her existing school until that date.

However, there will be exceptions, for example;

- New to area children without a school must be admitted immediately if there is room in the required year group
- Where a family has relocated within Blackburn with Darwen and the existing school is too far away for easy (and/affordable) access

The local authority contact for these admissions is The Fair Access team. They can be contacted by e.mail: fair.access@blackburn.gov.uk or by telephone on **01254 666605**

Monitoring

This policy will be monitored by the governing body and reviewed every year, or earlier in the light of any changed circumstances, either in our school or in the local area. The policy will also be subject to a Equality Impact Assessment to ensure that we comply with our Public Sector Equality Duty. The policy will always take due note of guidance provided by the local authority.

Updated: September 2024