

## Hertfordshire County Council's oversubscription criteria for community and voluntary controlled, first, infant, primary, junior and middle schools for the school year 2018/19

Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a statement of special educational needs that names their school. Schools must also admit children with an EHC (Education, Health and Care) Plan that names the school.

If there are fewer applications than places available at a school all applicants will be admitted. If there are more applications than places available, the criteria outlined below will be used to prioritise applications.

### Oversubscription criteria

**Rule 1: Children looked after** and children who were previously looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order)\*.

### Rule 2: Medical or Social

Children for whom it can be demonstrated that they have a particular medical or social need to go to the school\*.

*A panel of officers will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically to the school applied for under Rule 2 and must clearly demonstrate why it is the only school that can meet the child's needs.*

**Rule 3: Linked School** (*This rule only applies to pupils who are currently attending an infant school which has a linked junior school<sup>1</sup>.)*

In the case of junior schools, children who attend the linked infant school at the time of their application.

### Rule 4: Sibling

Children who have a sibling on the roll of the school or linked school at the time of application\*. *This applies to reception through to Year 5 in infant, junior and primary schools; and from reception through to Year 3 in first schools; and from Year 5 to Year 7 in middle schools.*

### Rule 5: Nearest School

Children for whom it is their nearest community or voluntary-controlled school or an own admitting school or academy<sup>2</sup> using Hertfordshire County Council's admission rules.

### Rule 6: Distance

Children who live nearest to the school.

*Children not considered under rule 5 will be considered under rule 6.*

These rules are applied in the order they are printed above. If more children qualify under a particular rule than there are places available, a tie break will be used by applying the next rule to those children.

### Tie Break

When there is a need for a tie break where two different addresses are the same distance from a school, in the case of a block of flats for example, the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random. Every child entered onto the Hertfordshire

County Council admissions database has an individual random number assigned, between 1 and 1 million, against each preference school. When there is a need for a final tie break the random number is used to allocate the place, with the lowest number given priority.

*\*Please see the 'Explanatory notes and definitions 2018/19' document for full explanation/definition.*

### **Continuing Interest (CI)**

After places have been offered, Hertfordshire County Council will maintain a continuing interest (waiting) list for all community and voluntary controlled schools. A child's position on a CI list will be determined by the admission criteria outlined above and a child's place on the list can change as other children join or leave it. The County Council will contact parents/carers if a vacancy becomes available and it can be offered to a child. Continuing interest lists will be maintained for every year group until the end of the summer term. To retain a CI application after this time, parents must make an In Year application.

### **Fair Access**

Community and voluntary controlled schools will admit children under the Fair Access Protocol before those on continuing interest, and over the Published Admission Number (PAN) if required.<sup>2</sup>

## Linked infant and junior schools

The table below shows the community and voluntary controlled infant schools and academies which are “linked” for allocations to junior schools under Rule 3.

| Infant school                                  | School type | Town            | Linked Junior school                | School type |
|--|-------------|-----------------|-------------------------------------|-------------|
| St Mary’s Church of England (VC) Infant School | VC          | Baldock         | St Mary’s CofE (VC) Junior School   | VC          |
| Bushey and Oxhey Infant School                 | C           | Bushey          | Bushey Manor Junior School          | C           |
| Merry Hill Infant School and Nursery           | C           | Bushey          | Ashfield Junior School              | VC          |
| Brookland Infant and Nursery School            | C           | Cheshunt        | Brookland Junior School             | C           |
| Malvern Way Infant and Nursery School          | C           | Croxley         | Little Green Junior School          | C           |
| Kingsway Infant School                         | C           | Garston         | Kingsway Junior School              | C           |
| Crabtree Infants’ School                       | A           | Harpenden       | Crabtree Junior School              | A           |
| The Grove Infant and Nursery School            | C           | Harpenden       | The Grove Junior School             | C           |
| Chaulden Infants’ and Nursery School           | C           | Hemel Hempstead | Chaulden Junior School              | A           |
| Hobletts Manor Infants’ and Nursery School     | C           | Hemel Hempstead | Hobletts Manor Junior School        | C           |
| Holtsmere End Infant and Nursery School        | C           | Hemel Hempstead | Holtsmere End Junior School         | C           |
| Highbury Infant School and Nursery             | C           | Hitchin         | Whitehill Junior School             | C           |
| Strathmore Infant and Nursery School           | C           | Hitchin         | Wilshere-Dacre Junior School        | C           |
| Hillshott Infant School and Nursery            | C           | Letchworth      | Pixmore Junior School               | C           |
| Icknield Infant and Nursery School             | C           | Letchworth      | Wilbury Junior School               | C           |
| Northfields Infant and Nursery School          | C           | Letchworth      | Grange Junior School                | C           |
| St John’s C of E Infant and Nursery School     | VC          | Radlett         | Fair Field Junior School            | A           |
| Redbourn Infant and Nursery School             | C           | Redbourn        | Redbourn Junior School              | C           |
| Fawbert and Barnard Infants’ School            | C           | Sawbridgeworth  | Reedings Junior School              | C           |
| Bernards Heath Infant School                   | C           | St Albans       | Bernards Heath Junior School        | C           |
| Cunningham Hill Infant School                  | C           | St Albans       | Cunningham Hill Junior School       | C           |
| Fleetville Infant and Nursery School           | A           | St Albans       | Fleetville Junior School            | A           |
| Wheatfields Infants’ and Nursery School        | C           | St Albans       | Wheatfields Junior School           | C           |
| Giles Nursery and Infant’s School              | C           | Stevenage       | Giles Junior School                 | C           |
| Letchmore Infants’ and Nursery School          | C           | Stevenage       | Almond Hill Junior School           | C           |
| Woolenwick Infant and Nursery School           | C           | Stevenage       | Woolenwick Junior School            | C           |
| Goldfield Infants’ and Nursery School          | C           | Tring           | Bishop Wood C of E Junior School    | VA          |
| Kingshill Infant School                        | C           | Ware            | St Mary’s (VC) C of E Junior School | VC          |
| Cassiobury Infant and Nursery School           | C           | Watford         | Cassiobury Junior School            | C           |
| Chater Infant School                           | C           | Watford         | Chater Junior School                | C           |
| Nascot Wood Infant and Nursery School          | C           | Watford         | Nascot Wood Junior School           | C           |
| Parkgate Infants and Nursery School            | C           | Watford         | Parkgate Junior School              | C           |
| Watford Field School Infant & Nursery          | C           | Watford         | Field Junior School                 | C           |

*C = Community*

*VC = Voluntary Controlled*

*A = Academy*

*F = Foundation*

*VA = Voluntary Aided*

**<sup>2</sup> Academies included in the definition of nearest school for the purposes of Rule 5**

Academies (A) and foundation schools (F) included in the definition of Rule 5 above, are:

| <b>Infant/First/Primary school</b> | <b>School type</b> | <b>Town</b>        |
|------------------------------------|--------------------|--------------------|
| Northgate Primary School           | A                  | Bishop's Stortford |
| Summercroft Primary School         | A                  | Bishop's Stortford |
| Windhill21                         | A                  | Bishop's Stortford |
| Parkside Community Primary School  | F                  | Borehamwood        |
| Bovingdon Primary School           | A                  | Bovingdon          |
| Little Reddings Primary School     | A                  | Bushey             |
| Highwood Primary School            | A                  | Bushey             |
| Flamstead End School               | A                  | Cheshunt           |
| Crabtree Infants' School           | A                  | Harpenden          |
| Hatfield Community Free School     | A                  | Hatfield           |
| Hammond Academy                    | A                  | Hemel Hempstead    |
| Jupiter Community Free School      | A                  | Hemel Hempstead    |
| Simon Balle School                 | A                  | Hertford           |
| Roselands Primary School           | A                  | Hoddeson           |
| Cranbourne Primary School          | A                  | Hoddeson           |
| Garden City Academy                | A                  | Letchworth         |
| Alban City School                  | A                  | St Albans          |
| Fleetville Infant & Nursery School | A                  | St Albans          |
| Mandeville School                  | A                  | St Albans          |
| Samuel Ryder Academy               | A                  | St Albans          |
| Peartree Spring Primary School     | F                  | Stevenage          |
| Ascot Road Community Free School   | A                  | Watford            |
| Grove Academy (The)                | A                  | Watford            |
| Lanchester Community Free School   | A                  | Watford            |
| Laurence Haines                    | A                  | Watford            |
| Applecroft School                  | A                  | Welwyn Garden City |

| <b>Junior school</b>          | <b>School type</b> | <b>Town</b>     |
|-------------------------------|--------------------|-----------------|
| Crabtree Junior School        | A                  | Harpenden       |
| Chaulden Junior School        | A                  | Hemel Hempstead |
| Wilshere-Dacre Junior Academy | A                  | Hitchin         |
| Fleetville Junior School      | A                  | St Albans       |

| <b>Middle school</b>        | <b>School type</b> | <b>Town</b> |
|-----------------------------|--------------------|-------------|
| Ralph Sadlier Middle School | A                  | Puckeridge  |
| Greneway Middle School      | A                  | Royston     |
| Roysia Middle School        | A                  | Royston     |

New academies will be included in the definition of Rule 5 for 2018 allocations if the academy adopts the County Council's oversubscription criteria and/or definition of "nearest school".