

Thomas Johnson Lower School
Central Bedfordshire Council
Admission Policy for Academic Year 2025/26

Published Admission Number:

The Published Admission Number (PAN) for *Thomas Johnson Lower School* is 18.

Designated Measuring Point:

The designated measuring point of the school is the school gate.

Admissions Process:

- If there are fewer applications than places available, all applicants will be admitted.
 - If there are more applications than places available, the following criteria will be applied sequentially until all places are filled. Each criterion is applied separately and no priority is given within a criterion to children who meet other criteria.
-

Admission Criteria:

1. **Looked After Children:**
All 'looked after' children and previously 'looked after children', including children who appear to the council to have been in state care outside of England and ceased to be in state care as a result of being adopted.
 2. **Children of Staff:**
Children of permanent full or part-time staff employed at the school for two or more years at the time of application, or staff recruited to fill a vacancy for which there is a demonstrable skill shortage.
 3. **Children Living in the Catchment Area with Siblings at the School:**
Children living in the catchment area who have siblings currently attending the school.
 4. **Children Living in the Catchment Area:**
Children whose home address falls within the school's catchment area.
 5. **Children Living Outside the Catchment Area with Siblings at the School:**
Children living outside the catchment area who have siblings currently attending the school.
 6. **Any Other Children:**
Children who do not meet any of the higher criteria will be prioritised by proximity to the school.
-

Tiebreaker:

If a tie occurs within any criterion, straight-line distance will be used to determine priority. The distance from the pupil's home to the school is measured in a straight line using the Local Authority's computerised measuring system, with priority given to those living closest to the school.

- If two or more children live at the same distance (e.g., in a block of flats) or if two addresses measure the same distance from the school, the final tie-breaker will be random selection, using the Synergy Admissions database.
-

Pupils with an Education, Health and Care Plan (EHCP):

In accordance with the Education Act 1996, children with an EHCP naming *Thomas Johnson Lower School* will be allocated a place before other applicants. The admission criteria will apply to children without an EHCP. If an application is made after allocations or during the in-year process, pupils with an EHCP will still be admitted, even if the school is full.

Fair Access Protocol:

Local Authorities must have a Fair Access Protocol to ensure unplaced children, especially the most vulnerable, are offered a suitable school place. Pupils admitted through this protocol will be allocated a place, even if the school is full.

Unsuccessful Applications:

Waiting List:

All unsuccessful applicants will be placed on a waiting list that will be maintained until the end of the academic year (July 2025). The waiting list will be ranked solely according to the published oversubscription criteria, and it will be updated each time a new child is added.

Appeals:

If an application is unsuccessful, parents/carers have the right to appeal. All appeals are heard by an independent panel. Information about the appeals process will be provided to unsuccessful applicants at the time they are notified of the outcome.

Definitions of Admissions Criteria:

Looked After Children:

A child who is in the care of a local authority, as defined by Section 22 of the Children Act 1989, at the time of application.

Previously Looked After Children:

A child who was previously 'looked after' but ceased to be so due to adoption, a residence order, or a special guardianship order.

Children in State Care Outside of England:

Children who were accommodated by a public authority, religious organisation, or another provider of care whose sole purpose was to benefit society and have since been adopted.

Children of Staff:

Children of permanent full or part-time staff who have been employed at the school for at least two years at the time of application, or who were recruited to fill a position with a demonstrable skill shortage. The relationship must be biological, adopted, or legal parental responsibility, and the child must live with the staff member from Monday to Friday.

Catchment Area:

A defined geographical area where children are given priority for school admission. More details about catchment areas can be found on the Central Bedfordshire Council website.

Sibling:

A sibling includes a brother, sister, half-brother, half-sister, step-brother, step-sister, adopted brother, or foster sibling (where foster care is arranged by a local authority). The sibling must be attending the school at the time of application and be likely to remain in the school at the time of admission. In cases of twins or multiple births, both children will be considered together if one child has an EHCP.

Any Other Children:

Pupils who do not meet any of the above criteria will be prioritised by proximity to the school, using the Local Authority's computerised straight-line measuring system.