The Cornovii Trust

Alsager Highfields Primary School Admissions Arrangements 2028-2029

Item	Details
School Name	Alsager Highfields Community Primary School
School Address	Fairview Avenue, Alsager, Stoke-On-Trent, Staffordshire, ST72NW
Headteacher	Rachel Woollam
DfE Number	895/2008
School Type	Primary
Age Range	3-11
Published Admission Number (PAN)	30
Admission Authority	The Cornovii Trust
School website	https://www.alsagerhighfields.com/
Contact Email	admin@alsagerhighfields.cheshire.sch.uk

1. Introduction

This document forms part of The Cornovii Trust Admissions Policy and sets out the specific admission arrangements for Alsager Highfields Community Primary School.

The Cornovii Trust is the admission authority for all academies within the Trust and retains legal responsibility for determining and implementing their admission arrangements.

Local Governing Boards may review and recommend school-specific admission arrangements in accordance with the Trust's scheme of delegation. Any internal delegation does not alter the Trust Board's statutory responsibility as admission authority.

Where there is any conflict between the trust admissions policy and this appendix, statutory requirements shall prevail.

2. Allocation of places and Published Admission Number (PAN)

The school's Published Admission Number (PAN) for admissions in September 2028 is: 30.

Where applications exceed the number of available places, the oversubscription criteria set out within this document will be applied.

Children with an Education, Health and Care Plan that names Alsager Highfields Primary School will be admitted. These children are admitted under separate statutory procedures and will be admitted before the application of the oversubscription criteria.

Children of UK service personnel and Crown servants

Applications for children of UK service personnel and Crown servants will be processed in accordance with the School Admissions Code. A future address supported by an official posting or relocation letter will be accepted for admissions purposes where appropriate. An application will not be refused or delayed solely because the family is not yet resident in the area.

3. Catchment Area

The school serves the catchment area as defined by the Cheshire East Council catchment map attached:
https://maps.cheshireeast.gov.uk/CE/webmapping/?=&e=380109.31&n=356370.55&layers=AU_V_PrimaryCatchments_POLY_CURRENT.AU_S_Schools_POINT_CURRENT&gotofield=School&gotovalue=Alsager%20Highfields%20Foundation%20Primary%20School&gotolayer=AU_V_PrimaryCatchments_POLY_CURRENT&s=25000.00&bm=OSM_GREY

4. Oversubscription Criteria

Where the school receives more applications than places available, places will be allocated in the following order of priority:

1. Looked After Children and Previously Looked After Children.

2. Children who will have a sibling attending Alsager Highfields Primary School at the time of the applicant's proposed admission. For this purpose, a sibling means a full, half, step, adopted or foster brother or sister who normally lives as part of the same household.
3. Children of staff who work at the school/support the school (this does not include volunteers or casual contracts)
4. Children resident within the designated catchment area of the school and attending the school's pre-school – Little Acorns commencing the Autumn term of the admission period preceding their year of entry to reception.
5. Children resident within the designated catchment area of the school
6. Children attending Alsager Highfields pre-school class 'Little Acorns' commencing the Autumn term of the admission period preceding their year of entry to reception and NOT within the designated catchment area
7. Children living closest to the school measured in accordance with the distance criteria below.

5. Distance Measurement
Distance will be measured in a straight line from the school's designated coordinate point to the child's home address coordinate point using the local authority's approved geographical information system.

Where two or more applicants are living an identical distance from the school and it is not possible to separate applicants by distance, an independently supervised random allocation process will be used.

6. How to Apply

Parents and carers must apply through their home Local Authority using its published application process, regardless of where their preferred schools are located. Applicants may name at least three state-funded schools in order of preference.

School place offers will be made by the applicant's home Local Authority.

Applicants who are not resident in England at the time of application should apply directly via the admissions website: www.cheshireeast.gov.uk/schools/admissions.

Your decision outcome will come from your Local Authority.

Pre-school admissions
Admission to the pre-school is separate from admission to Reception.

Children attending the pre-school do not have an automatic right to a Reception place.

Parents and carers must submit a separate application for Reception in accordance with published admissions arrangements.

Admission to Reception will be determined solely by the Reception admissions arrangements and oversubscription criteria contained within this document.

Pre-school oversubscription criteria
Where applications exceed available pre-school places, places will be allocated in accordance with the pre-school admissions arrangements determined by the school.

The school may publish separate pre-school admissions arrangements.

Transition into Reception
The school will support children and families during transition from nursery into Reception through planned transition activities.

Attendance at transition activities does not constitute an offer of a Reception place.

Reviewed by LGB:	**Date:**
Date Approved by Trust:	**Review Date:** Annual – next review xxxx