

Priority Criteria

If there are too many requests, priority will be given to children in the appropriate age-range, whose parents applied on time, in the following order (see note i below):-

1st	Children who are in public care and those children who were previously looked after children (<i>see note ii</i>)
2nd	Pupils who live in the catchment area. (<i>See note iii</i>)
3rd	Pupils who will have an older brother or sister attending the same school at the same time (<i>see notes iv and v</i>)
4th	Pupils who have a serious medical condition or exceptional social or domestic needs that make it essential they attend the school requested. (Professional documentation confirming the situation must be submitted with the application.) (<i>see note v</i>)
5th	Pupils who will have attended a feeder school for at least two years before the time of transfer. (<i>See note vii</i>)
6th	Pupils starting at an Infant school with a sibling attending at the same time in the linked Junior school (<i>see note iv</i>). or Pupils transferring to High school who will have an older brother or sister attending the linked Upper school at the same time (<i>see note iv</i>).
7th	Pupils basing their application on religious belief (<i>see note viii</i>)
8th	Pupils living nearest to the school measured in a straight line distance (home to school front gate) (<i>See note ix</i>)

Notes:

- i. Combinations of the above criteria are used where appropriate, in priority order.
- ii. Children in care of a Local Authority and those children who were previously looked after children, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order) are considered under this criterion. In such circumstance a letter from the last local authority in which the child was in the care of will be required.
- iii. The child's place of residence is taken to be the parental home. Living in the catchment area does not guarantee you a place at your catchment school.
- iv. The term "brother or sister" includes half brother or sister or legally adopted child being regarded as the brother or sister.
- v. Regarding brothers or sisters who will be of sixth form age, these are counted as brother/sister connections for criteria 3 or 6 above.

vi. If criterion 4 is used, professional supporting documentation from the Lead Professional must be supplied and must be submitted with the application.

The following list are the areas that are considered exceptional:-

- Crown Servants
- Children in the care of a LA
- Children subject to Child Protection Plans
- Hard to Place children – who fall under the Fair Access Protocol
 - Parents suffering domestic violence (This is dependent on documentary evidence by a lead professional)
 - A child for who transfer to the catchment area school would involve attending a different school until he/she is the right age for transfer. (This is dependent on the child having attended the present school for at least a year.)

Each case will be assessed on its individual merits.

vii. For criterion 5 above, the child must have been enrolled at the feeder school on or before the start date of the Autumn Term two years before transfer.

viii. For criterion 7 above, a letter of support from your Minister or Religious Leader will be required explaining how the school caters for your faith.

ix. For Criterion 8 above, measurement of distance is in a straight line from the point that the home property's front entrance meets a public highway to the school's main designated front gate, using a computerised mapping system. Where there is equal distance then lots will be drawn supervised by an independent officer.