

RECEPTION ADMISSIONS POLICY

Seaton Academy is a publicly funded Independent School. The Academy Trust is the Admissions Authority and acts as part of the coordinated scheme within the local authority. Applications for a place at Seaton Academy must be made on the [Local Authority Common Application Form](#).

There will be 60 reception places available in Reception in September 2025. In the event that there are more applicants than places, the Academy Trust will allocate places using the following criteria, which are listed in order of priority:

1. Children looked after by a local authority and previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Children resident within the Academy catchment area who have a brother or sister already in attendance at Seaton Academy at the time of admission.
3. Children resident within the Academy catchment area.
4. Children not resident in the catchment area with a brother or sister already in attendance at Seaton Academy at the time of admission. (Brothers and sisters are those living at the same address and includes step and foster children.)
5. Children not resident in the Academy catchment area without a brother and sister already in attendance at Seaton Academy.

If applications cannot be separated by applying the above criteria, places will be prioritised by the proximity of the front door of the child's home to the Main Entrance of the Academy, measured by a straight line, those nearest being awarded the highest priority.

Notes

- An exception may be made if a child has a statement of special educational needs which names Seaton Academy, as in these circumstances the Academy Trust would have a statutory duty to admit the child concerned.
- The address given on the application form must be the address at which the child normally lives. If a false address is given the place offered may be withdrawn should the Academy be oversubscribed.
- Late applications will only be considered after all applications received by the closing date have been considered.
- Attendance at the Nursery at Seaton Academy does not automatically guarantee a place in our Reception class, to be considered for a place application forms as detailed above must be completed.
- Where the trustees are unable to offer a place because the Academy is over-subscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. **Parents should notify the company secretary at the Academy within 20 days of receiving the letter refusing a place.** Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.
- A waiting list for places will be kept by the Trustees. Should parents wish their child's name to be included they should inform the Academy of this in writing. Should places become available the admission criteria will be applied to the list in strict order. Position or length of time on the waiting list will have no influence on the decision.

**any applications mid-year (for any year group) will be based on the above admissions criteria.*

Last updated February 2024.