



**Bingham Primary School**  
**Admission Arrangements**  
**For the Intake 2027-2028**



### **Introductory Statement**

Bingham Primary School is a Free School catering for Primary School pupils. Bingham Primary School is a member of the Community Inclusive Trust (C.I.T). The Trust is the admission authority and is responsible for the admission arrangements of the school which will be run by Nottinghamshire County Council. The school has no religious affiliation.

### **Admission Numbers**

The school has an admission number of 30 for entry in year reception.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

### **Application Process**

The local authority will process applications outside the normal local authority process for coordinating school offers. This means you will need to complete your LA common application form for your other choices of school in addition to a separate application for this school.

Applications for Nottinghamshire residents or applications to transfer school place in-year can be made online at [www.nottinghamshire.gov.uk](http://www.nottinghamshire.gov.uk) or by calling 0300 500 80 80

The closing date for applications is 15/01/2027.

Offers will be made on 16/04/2027. The application form can be obtained from

<https://www.nottinghamshire.gov.uk/education/school-admissions>

### **Oversubscription Criteria:**

'The criteria in this section apply to entry at all phases of the school.

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care Plan naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order as well as children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care because of being adopted<sup>1</sup>.
2. Children who live in the catchment area at the closing date for applications and who, at the time of admission, will have a brother or sister attending the school **and** children who do not live in the catchment area at the closing date for application and who, at the time of admission will have a brother or sister attending the school who was displaced as their Nottinghamshire community catchment area school was oversubscribed at the national offer day for first admission to school.
3. Other children who live in the catchment area at the closing date for applications
4. Children who live outside the catchment area who, at the time of admission, will have a brother or sister attending the school.
5. Children who live outside the catchment area
6. Other children

### **Tie-break**

All admission arrangements must include an effective, clear and fair tiebreaker to decide between two applications that cannot otherwise be separated. In the event of two distances being equal Nottinghamshire County Council measures to the next decimal point. If the measurements remain equal, for example children living in the same block of flats, lots will be drawn, and the process will be independently verified. Distances are measured as the crow flies to the main administrative point at the school site using the local authority's computerised distance measuring software. The main administrative point is set using coordinates: Easting: 469896 and Northing: 340701.

Where one child of a multiple birth can be admitted through the normal admissions process, the other child/children will also be admitted.

### **Late applications**

All applications received by the LA after the deadline will be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

### **Deferred entry for infants**

Parents offered a place in reception for their child have a right to defer the date their child is admitted, or to take the place up part-time, until the child reaches compulsory school age.

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<sup>1</sup> A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made.

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 August, 31 December and 31 March.

### **Admission of children outside their normal age group**

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested and the year group in which they wish their child to be allocated a place. This is not limited to applications for those starting school for the first time but includes children moving from infant to junior/primary schools and from primary to secondary schools.

When parents are told the decision about the year group to which the child should be admitted, they will also be given reasons for the decision. Where it is agreed that a child will be admitted out of the normal age group and, as a consequence of that decision, the child will be admitted to an intake age group (for example, reception), the County Council will process the application as part of the main admissions round, unless the request was submitted after the closing date and it is too late for this to be possible. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school, but it is not in their preferred age group.

When such a request is made, the academy trust will decide on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

### **Waiting lists**

In Year (outside of the normal admissions round): The school will operate a waiting list for each year group. Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the first term (31<sup>st</sup> December) after the beginning of the school year/the end of the academic year. This will be maintained by the Academy Trust, and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. The waiting list will close on 31 May and parents would need to make a new application for the next academic year.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

### **During a normal admission round:**

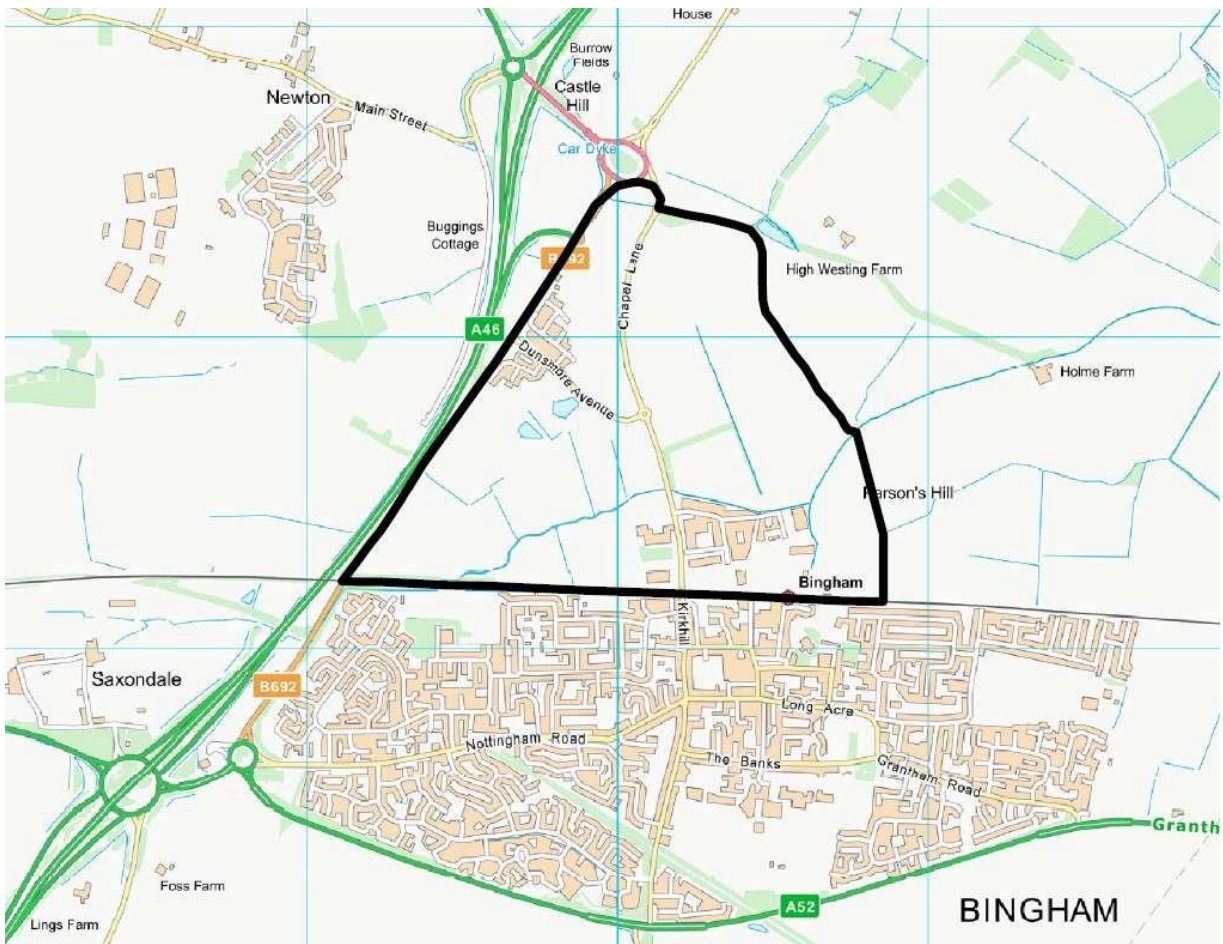
- a. Where an application has been refused and the number of applications received is greater than the number of places available, waiting lists will be maintained from offer day.
- b. Children's names are only placed on a waiting list for any school that the parent has ranked higher than the school that has been allocated. If a place is subsequently allocated the child's name will be removed from the waiting list for any lower preferences.
- c. Priority on the waiting list will be decided by reference to the admission oversubscription criteria and not by the date an application was received.
- d. All admission authorities must maintain a waiting list until at least 31 December, as required by the School Admissions Code 2021. For all community and voluntary controlled schools within Nottinghamshire, waiting lists are maintained until 31 May. Being on a waiting list does not mean that a place will eventually become available.

## **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code.

Appellants should contact School Admissions team, Meadow House, Littleworth, Mansfield, Nottinghamshire, NG18 2TA, Tel: 0300 500 80 80 during May 2027 for information on how to appeal. Information on the timetable for the appeals process is on our website at [www.nottinghamshire.gov.uk](http://www.nottinghamshire.gov.uk).

## Catchment Area Map



### Notes:

Home address:

The home address is where a child normally lives. Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to school. If no joint declaration is received where the residence is split equally by the closing date for applications, the home address will be taken as the address where the child is registered with the doctor. If the residence is not split equally between both parents, then the address used will be the address where the child spends the majority of the school week.

Parent:

- The mother of the child.
- The father of the child, where he was married to the mother either when the child was born or later.

- The father of the child if (since 1 December 2003) he was registered as the father on the birth certificate.
- An adoptive parent.
- Any other person who has acquired 'parental responsibility' through the courts; evidence of this may be required.

In cases where multiple applications are received for the same child, the Academy will establish where the child lives for the majority of the time. If the child lives with both parents on an equal basis, the parents must confirm which address is to be used for the purposes of allocating a school place. If agreement is not reached the address held by the child's current provision will be used.

If two different applications are received for the same child containing different preferences or different order of preference, parents will be required to submit a joint application or provide court documentation to evidence the preferences that should be used for the admission process. Until an agreement is reached neither application will be processed. If those with parental responsibility are unable to agree on the preference and/or order of preference received, it may be necessary for parents to obtain further legal advice.

Sibling:

'Sibling' means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half-brother or sister, a stepbrother or sister or other child living in the same household as part of the same family who, in any of these cases, will be living in the same household as part of the same family who, in any of these cases, will be living at the same address at the date of their application for a place.