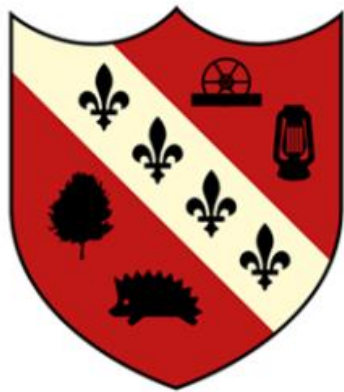


Poolbrook Primary Academy



Admission Policy 2026-27

Date policy ratified by the Local Governing Body: 1.11.25

Date of policy publication: 1.11.25

Author of policy: Chris Stewart (Headteacher)

Poolsbrook Primary Academy is a proud member of the Flying High Partnership. As an academy we are required to set and publish our own admissions criteria.

However, for entry to Reception and for In-Year admissions from Reception to Year 6, Poolsbrook Primary Academy participates in the Derbyshire County Council system. Initially, the scheme is administered by the County Council on behalf of the Academy.

Admission Arrangements

The Published admission number for Poolsbrook Primary Academy is 15 in Reception.

There is only one admission round within the year into the Reception class and this is in September. A child who is five between 1st September and the following 31st August will be admitted into Reception in the September before their 5th birthday.

All applications to Reception must be made directly to Derbyshire Local Authority as indicated below.

Admission Criteria

1. Looked after Children and children who were looked after but ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order.
2. Children living in the normal area served by the school at the time of application and admission who have brothers or sisters attending the school at the time of application and admission.
3. Children living in the normal area served by the school at the time of application and admission.
4. Children not living in the normal area served by the school but who have brothers or sisters attending the school at the time of application and admission.
5. Other children who have requested a place.

Where in the case of 2 & 3 above, choices have to be made between children satisfying the same criteria, those children living nearest to the school will be given preference. The Children's Services Department has a Geographic Information System (GIS) to measure the straight-line distance. It is measured by a standard straight-line distance calculated to within two metres. This measurement is taken from the postal address file, normally the house front door. For schools the grid reference is taken from the postal file address file and will normally be the centre of the school for primary phase schools.

All applications must be made directly to the Derbyshire Local Authority who will co-ordinate admission arrangements.

More information in relation to online applications can be found at:

[Apply for a school place - Derbyshire County Council](#)

Parents/Carers will only be offered one place in a Derbyshire School.

Admission to Nursery

We have a 26 place Nursery on the school site. Applications for Nursery need to be made directly to the school. Admission into Nursery will usually occur at the start of the term after the child's third birthday.

Please contact the school office on 01246 472540 to make an enquiry for a place in our Nursery.

Admission to our Nursery does not automatically entitle a place in our school's Reception classes.

Admission of children with Disabilities

It is Derbyshire's policy to meet children's needs, wherever possible, in mainstream schools. Poolsbrook Primary Academy fully supports this policy. Admission of children outside their normal age group. When considered admission of a child outside their normal age group, the Local Governing Body follows the protocol as laid out in Derbyshire's Admission of Children Outside Their Normal Age Group. The Local Governing Body will make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the Parents/Carers views, information about academic, social and emotional development, where relevant their medical history and the views of a medical professional, whether they have previously been educated out of their normal age group, and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. They will also take into account the views of the head teacher of the school concerned. When informing a parent/carer of their decision on the year group the child should be admitted to, The Local Governing Body will set out clearly the reasons for their decision. When making any decision the Local Governing Body will also refer to the DfE's School's Admission Code & the DfE's Advice on the Admission of Summer born children.

Transfer

Children transfer to Secondary Education when they have completed their final year in primary school at the age of 11.