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Thameside Primary School

Admissions Arrangements

2025-2026

Our Pupil Admission Number (PAN) is 30

Document Control			
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Thameside Primary School – Admission Arrangements for 2025-2026

Introductory statement

Thameside School is a thriving, popular, one-form entry primary school that is a member of Cambrian Learning Trust. It is the aim of all staff to give every child the best start in their education, for them to be confident, happy and successful lifelong learners, preparing them for the next stage in their school life.

Admission number(s)

The school has a published admission number (PAN) of 30.

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

Children attending the nursery will not transfer automatically into Reception. Parents must apply for a Reception place and places will be allocated strictly in accordance with our oversubscription criteria, should we receive more applications than places available.

Application process

We are a non-selective school and all applicants will be offered a place unless there are more applications than places available.

Our school is a member of the Cambrian Learning Trust ('the Trust'), a family of primary and secondary schools in Oxfordshire. The Trust is its own Admissions Authority which means it determines its own policy for pupil admissions to its schools, in accordance with the School Admissions Code and relevant admissions law.

In common with all schools in the Trust, we are part of Oxfordshire's coordinated admissions process and the School Admissions Team of Oxfordshire County Council ('OCC') handles the processing of applications for our school. This means you will need to complete your Local Authority (LA) common application form for all your choices of school including this school.

The common application form for parents living in Oxfordshire can be found on the local authorities School Admissions Team website.

If you are applying outside of Oxfordshire, you will need to visit your local authority website and complete their common application form.

Please visit our school website Thameside Primary School for information about our school and how and when to apply.

Oversubscription criteria

In the event that the number of applications for our school exceeds places available, the local authority will follow the over-subscription criteria shown below and consult with us to ensure applications are dealt with fairly.

Unless specified otherwise below, definitions of terms used in the criteria and details of associated procedure are as described in OCC's school admission rules.

In accordance with legal requirements, children who have an Education, Health and Care (EHC) Plan naming our school will always be admitted. An EHC Plan is a plan made by the local authority under Section 37 of the Children and Families Act 2014 specifying the special education provision required for that child. ***This is therefore not an oversubscription criterion.*** A school being named on an EHC Plan comes about from an assessment and consultation process managed by the local authority. See the OCC EHC Plan website for details.

The over-subscription criteria below will be followed in descending order of priority.

1. Children who are "looked after" by a Local Authority within the meaning of Section 22 of the Children Act 1989 at the time of their application, and "previously looked after" children. The term "previously looked after" refers only to children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

   In addition, and of equal priority, children who were previously in state care outside England but have been adopted and are no longer in state care. Evidence of the previously looked after status and/or the adoption will be requested. Where such evidence is not available, the School Admissions Team will consult with us and together we will make a pragmatic decision based on the information available.

2. Children who have exceptional medical or social needs that make it essential that they attend our school rather than any other. Supporting written evidence from an appropriate professional will be required.

3. Children eligible for Pupil Premium or Service Pupil Premium. Evidence of eligibility will need to be submitted with the application.

4. Children eligible for Pupil Premium who attend our nursery.
5. Children who live in our designated (catchment) area and have a sibling on roll at our school at the time of application who will still be attending at the time of entry.
6. Children who live in our catchment area.
7. Children of members of staff recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.
8. All other children.

Tie-break

If in categories 2-8 above a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. Distance is measured from the centre point of the child's home to a single fixed central point at the school in a straight line. The centre point at the permanent school site will be used to calculate distances.

Random allocation undertaken by the local authority will be used as a tie-break in categories 2-8 above to decide who has highest priority for admission if the distance between a child's home and the school is equidistant in any two or more cases.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. We will admit them all and exceed our PAN.

Late applications

Applications received after the deadline will be considered later 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. 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 for 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 OCC application, specifying why admission out of normal year group is being requested.

When such a request is made, a decision will be made 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.

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.

Visit the Appealing for a school place pages on Oxfordshire County Council's website for details on how to appeal and the appeals timeline. The relevant form should be completed within 20 days of notification of an unsuccessful application.

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.

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 step brother 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 at the same address at the date of their application for a place.

Medical and Social Need

'Social need' does not include a parent's wish that a child attends the school because of a child's aptitude or ability or because their friends attend the school. 'Medical need' does not include mild medical conditions.

Free School Meals Priority

Those eligible for **free school meals** admission priority are:

Children who:

- Are currently registered as eligible for free school meals

Children for whom their parents cannot provide evidence that their child is currently registered for free school meals but where the child or its parents receive any of the following:

- Universal Credit;
- Income Support;
- Income-based Jobseekers Allowance;
- An income-related employment and support allowance;
- Support under VI of the Immigration and Asylum Act 1999;
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual income that, from 6 April 2011, does not exceed £16,190 (as assessed by Her Majesty's Revenue and Customs);
- where a parent is entitled to the Working Tax Credit run-on (the payment someone receives for a further four weeks after they stop qualifying for Working Tax Credit);
- the Guarantee element of State Pension Credit

Parents will be required to provide evidence of eligibility with their application.

Pupil Premium Priority

Those eligible for **Pupil Premium** admission priority are:

Children who:

- Are currently registered as eligible for free school meals;

Children for whom their parents cannot provide evidence that their child is currently registered for free school meals, [or has been in the past 6 years] but where the child or its parents receive any of the following:

- Universal Credit;
- Income Support;
- Income-based Jobseekers Allowance;
- An income-related employment and support allowance;
- Support under VI of the Immigration and Asylum Act 1999;
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual income that, from 6 April 2011, does not exceed £16,190 (as assessed by Her Majesty's Revenue and Customs);
- where a parent is entitled to the Working Tax Credit run-on (the payment someone receives for a further four weeks after they stop qualifying for Working Tax Credit);
- the Guarantee element of State Pension Credit

Parents will be required to provide evidence of eligibility with their application.

Pupil and Service Premium Priority

Those eligible for **Pupil Premium** admission priority are:

Children who:

- Are currently registered as eligible for free school meals;
- [Have been registered as eligible for free school meals at any point in the last six years]

Children for whom their parents cannot provide evidence that their child is currently registered for free school meals, [or has been in the past 6 years] but where the child or its parents receive any of the following:

- Universal Credit;
- Income Support;
- Income-based Jobseekers Allowance;

- An income-related employment and support allowance;
- Support under VI of the Immigration and Asylum Act 1999;
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual income that, from 6 April 2011, does not exceed £16,190 (as assessed by Her Majesty's Revenue and Customs);
- where a parent is entitled to the Working Tax Credit run-on (the payment someone receives for a further four weeks after they stop qualifying for Working Tax Credit);
- the Guarantee element of State Pension Credit

Those eligible for **Service Premium** admission priority are:

- children whose parent(s) are serving in the regular UK armed forces;
- children who have been registered as a 'service child' on a school census in the past six years;
- children where at least one parent died while serving in the UK armed forces and the child is in receipt of a pension under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS).

Parents will be required to provide evidence of eligibility with their application. Further information can be accessed here – Service Pupil Premium - what you need to know